

**Amended**

ADAMS COUNTY BOARD OF SUPERVISORS ANNUAL MEETING

ADAMS COUNTY BOARD ROOM

November 17, 2008, 9:30 a.m.

1. Call to Order by the Chair
2. Was the meeting properly noticed
3. Moment of Silence
4. Pledge of Allegiance
5. Roll Call
6. Approve the Agenda
7. Approval of October 20<sup>th</sup>, 2009 minutes
8. Public Hearing on the 2010 proposed budget.
9. Public Participation (if requested by the County Board Chair)
10. Announcement of Meetings, Report of Supervisors Claims read by the County Clerk, and appoint six (6) Supervisors to approve claims; Renner, Licitar, Dehmlow, Morgan, James and Loken to review during recess.
11. **Correspondence:** One (1) letter dated September 12, 2009, regarding Shermalot Waterski Show Team, that was received and stamped in the County Clerks office on October 20, 2009, submitted by Ron Cook.
12. **Appointments:** Appoint Joe Stuchlak to the Goose Lake Watershed District.
13. **Unfinished Business:** None
14. **Reports and Presentations:**
  - a. Administrative Coordinator/Director of Finance
  - b. Miscellaneous
    - Approve Town of Rome zoning changes to section 10.11 (4) (f) 1.
    - Approve Town of Rome new section insert of 10.03 (2) (e) and update lettering to follow.
    - Illegal Taxes and Illegal Tax Certificates withheld from previous years and certificates of 2009
    - Treasurer's report of outstanding checks

15. Review Committee Minutes

Ad Hoc 8/25	Health & Hum Serv 10/9	Pub Safety & Jud 9/9
Adm & Fin 9/22, 9/23, 9/24,	Health Ins. 10/27	Pub Wks 9/9, 10/8,10/14, 10/30
Adm & Fin 10/5, 10/15, 10/21	Highway 8/12	Res & Rec 9/3, 10/13, 10/14
Airport 9/16, 10/12	Library 10/26	SCLS 10/12
Board of Adj 9/16, 10/21	Pl & Dv 9/2, 10/7, 10/12, 11/2	Surveyor 11/2
County Board 10/20		

16. **Resolutions:**

**Res. #71:** To adopt the 2010 Budget, Tax Levy and Mil Rate for Adams County Government.

**Res. #72:** Resolution to amend Chapter 2, Sec 27, Articles 7.05 & 7.06, to include County Board of Supervisors in the interview & selection processes of County employees, in departments where the Supervisors serve, on the Standing Committee.

**Res. #73:** To authorize participation in the Department of Natural Resources Municipal Dam Grant Program.

**Res. #74:** To establish a non-lapsing account for local culvert & bridge aid funds.

**Res. #75:** To sell county advertised tax foreclosure property, 12-1108-50 Lot 2, Survey Map #3593 in the Town of Jackson.

**Res. #76:** To Authorize the County Board Chair, after receiving public comment, to apply for a Community Block Grant for the purpose of mapping flood prone areas that currently have outdated the FEMA maps.

**Res. #77:** To Authorize the submittal of a Round 11 State grant application for the Lenny D. Hutchinson property by the Adams County Department of Public Health and the subsequent appropriation of the Adams County Department of Public Health to obtain funds for a Brownfield Site Assessment Grant.

**Res. #78:** To establish a non-lapsing account 100 09 51440 419 for election grant monies.

**Res. #79:** To adopt a Citizen Participation Plan.

**Res. #80: To freeze all non-represented employees wage increase to not exceed .50 cents per hour for 2010.**

**Res. #81: To reduce Per Diem for County Board for the 2010 and 2011 terms.**

17. **Ordinances:**

**Ord. #27:** Rezone a portion of a parcel of land owned by Dawn Woychik in the Town of Adams, property located in the E ½, NE ¼, Sec. 12, Township 17N, Range 6 E, Lot 1, CSM 4771, to be changed from an A-1 Exclusive Agricultural District to a R1-LL Single Family Residential District.

18: **Denials:** None

19. **Petitions:** None

20. Approve Claims

21. Per Diem and Mileage for this Meeting read by the County Clerk

22. Motion for County Clerk to correct errors

23. Set next meeting date.

24. **Closed Session:**

25. **Reconvene Open Session:**

26. Adjournment

September 12, 2009

Re; Shermalot Waterski Show Team

To the Adams County Board,

I'm writing to express my disappointment about the discussions to not allow Shermalot Ski Team to continue using the Lake Arrowhead Dam as a show site.

My family has had a second home at Lake Arrowhead since 1981. We've enjoyed watching the ski team perform for many years. My son joined the team in the summer of 1991 while still in high school and I cannot express fully what his experiences on the team did for him. He is now employed with a world wide company in a training position. He makes no secret about how his experiences with the ski team helped him overcome shyness, work as a team, trust others to do their part, and to see first hand how hard work can produce great results.

Shermalot has done so much for the community over their 30 plus years it's almost impossible to list them. How many other entities around Adams County have a "National" standing? Shermalot has carried the Adams County/Tri-Lakes/Rome banner proudly to State and National Tournaments. They have conducted themselves professionally during these tournaments and the "road shows" that take them around central Wisconsin.

They are the only organization in the Tri-lakes area that provides activities for the youth to participate in. Look around the Town of Rome and see how many baseball fields, soccer fields, basketball courts, or playgrounds you see. I think you can count them on one hand and have fingers left over. Is there a Little League present? Soccer League? Anything?? Shermalot provides an excellent opportunity to enjoy an outdoor sport that builds teamwork, focuses on water safety/boat safety, is family oriented, teaches personal responsibility and gives the youth most of the decision making positions with adult oversight always present. They raise their own money. Adams county has never been asked to provide a penny toward the team's budget. Shermalot has only asked for a place to ski and they've done a wonderful job in taking care of the show site.

My family was members from 91 to 2000. Our son moved to another state and our interest changed to other things. We've kept many friendships created on the team, and we'll have them for a lifetime. During our short time on the team, we had other "studies" done about the use of the dam as a show site. I remember two of them, and they did not come to the same conclusion this last one did. One study said a 15 mph wind blowing onshore did more damage than the team did. The team uses the latest in boat hull design, the latest motors for economy and pollution, and teaches efficient boat patterns to lessen the effect on the water. A bunch of week-end wallies will do more damage to the area than the ski team. The team has been at Lake Arrowhead Dam for 28 years and has been good stewards of the site.

Don't be the ones to end a truly valuable asset to the County, Rome and surrounding areas. I understand the year of 2010 will be Shermalot's 35<sup>th</sup> anniversary. Do you really want to be responsible for ending something like that?

Sincerely,  
Ron Cook  
Wheaton, IL and Lake Arrowhead

10.11 (4) (E) Addition recommended by  
Plan Commission on 04/20/09

(4) HEIGHT, SETBACKS, AREA AND OTHER  
REQUIREMENTS:

(E) Outside Storage: Except for the  
following items, there shall be no  
outside storage of personal property  
during the period of December 1<sup>st</sup>  
through April 14<sup>th</sup> on any lot in a  
recorded residential subdivision unless  
the lot contains a single family  
dwelling:

*Stored Boat must be*

1. Two (2) watercraft *owned by*
2. One (1) picnic table *property*  
*owner*

**10.03 REGULATIONS:****(1) SCOPE OF REGULATIONS:**

All buildings erected hereafter, all uses of land or buildings established hereafter, and all structural alteration or relocation of existing building occurring hereafter shall be subject to all regulations of this Chapter which are applicable to the zoning districts in which such buildings, uses, or land shall be located.

**(2) USE REGULATIONS:**

(a) Except as herein provided, in any District, no building or land shall be used and hereafter no building shall be erected, structurally altered or relocated except for one (1) or more of the uses hereinafter stated for that District.

(b) Uses such as real estate sales field office or shelter for material and equipment being used in the construction of a permanent structure may be permitted by the Zoning Administrator.

(c) In a District which allows camping, the camping units shall, as applicable, remain mobile (e.g. wheels left on and no skirting), have a current license and self-containment facilities.

(d) Utility service, including electric and telephone lines, shall be installed underground.

(e) The Town of Rome finds that there is a distinction between short-term and long-term rental uses. Long-term (31 days or more) renters, like owner-occupants, by definition tend to have a long-term interest in the property at issue and can be expected to engage in conduct and activities consistent with such an interest. Consequently, the Town of Rome finds that owner-occupants and long-term renters are less likely to engage in conduct and activities that are contrary to the interest and purpose of residential

districts. Therefore, single family dwellings, for long-term use are permitted uses in each residential district. Short-term use of property is similar to a commercial use, as demonstrated by the fact that hotels and motels are only permitted in the business district. In addition, the distinction between long-term and short-term rentals is provided for in the Wisconsin Statutes (Sections 77.52 (2) (a) 1. and 254.64 (1) (a)). The Town of Rome has determined that short-term rental of single family dwellings may only occur upon issuance of a conditional use permit, with conditions imposed as are necessary to protect the residential character of the applicable neighborhood, in all residential districts except the LD District. The Town of Rome has further determined that, given the unique concerns and characteristics of the areas comprising the LD District, it is necessary and appropriate to prohibit short-term rentals in the LD District.

(f) ~~(e)~~ No land which is located in a Residential District shall be used for driveway, walkway or access purposes to any land which is located in a Business, or Special Purpose District or used for any purpose not permitted in a Residential District.

(g) ~~(f)~~ Cutting of trees on all lots abutting lakes or streams shall be limited to control erosion and reduce flow of effluents or nutrients from the shore land. Thus, in a strip thirty-five (35) feet inland from the ordinary high water mark, no more than a total of thirty (30) percent of any one hundred (100) feet may be cut. From the inland edge of the thirty-five (35) foot strip to the outer limits of the shore land, the cutting of trees and shrubbery shall be allowed pursuant to the Adams County Shoreland Protection Ordinance.

(h) ~~(g)~~ Common household pets are limited to five (5) in aggregate per residence in all recorded and unrecorded subdivisions. maximum roof overhang of sixteen (16) inches, and unroofed decks not

(i) ~~(h)~~ Domestic animals, other than common household pets, are prohibited outside of Agricultural and Conservancy Districts except as follows:

1. R-1 District outside of subdivisions and with a minimum area of two (2) acres: limit = one (1) animal unit
2. R-2, R-4 and R-5 Districts:
  - a. Minimum two (2) acres: limit = one (1) animal unit
  - b. Minimum three (3) acres: limit = one (1) animal unit or two (2) horses
  - c. Minimum five (5) acres: limit = two (2) animal units or three (3) horses
  - d. Minimum nine (9) acres: limit = two (2) animal units or five (5) horses

(j) ~~(i)~~ Any private driveway leading to a building or structure located two hundred (200) feet or more from the public right-of-way shall be at least eighteen (18) feet in width; shall provide an unobstructed height throughout the entire length and width of the driveway of at least fourteen (14) feet, and shall have a cul-de-sac or turn-around at or near the end of the driveway with a minimum right-of-way radius of fifty (50) feet. Greater dimensions may be required by the Fire Chief if the cul-de-sac or turn-around would not be sufficient to accommodate specialized fire fighting vehicles, apparatus and equipment that might be required to serve the property.

**(3) ACCESSORY USES AND STRUCTURES:**

(a) Accessory buildings, structures and uses shall be compatible with the principal uses and shall not be established prior to the principal use except that sheds of one hundred fifty (150) square feet or less with a maximum height of ten (10) feet and a

**10.11 LD LAKE DISTRICT:**

(1) ~~PURPOSE: The LD governs the type of uses and density of development around lakes, including off-shore development and associated subdivisions. The District is intended to avoid overcrowding by requiring certain minimum yards, open spaces and site area while making available dwellings designed for and occupied exclusively by one (1) family.~~ This district is intended to provide regulations that address the unique concerns of residential developments in waterfront and near waterfront areas. The limited number of permitted uses, and absence of conditional uses, are intended to foster neighborhoods dedicated exclusively to uses associated with one (1) family and that protect the environmentally sensitive nature of lakefront areas.

**(2) PERMITTED USES**

(a) ~~Single family residences constructed to Wisconsin Uniform Dwelling Code and accessory buildings. Single family dwellings, constructed to the standards of the Wisconsin Uniform Dwelling Code, and used for owner-occupancy or long-term (31 days or more) rental purposes.~~

**(b)**

1. Camping limit: One (1) camping unit in a subdivision; (2) camping units outside a subdivision.

2. Season: Camping is allowed from April 15 through November 30.

3. Permit Required: An annual permit issued by the Zoning Administrator is required for seasonal camping on any lot on which a single family residence does not exist.

4. Guest Camping: A second camping unit to be occupied by guests of a lot owner shall be permitted on the zoning lot in a subdivision between April 15<sup>th</sup> and October 15<sup>th</sup> of each calendar year for no more than three (3) non-sequential periods of a maximum of ten (10) days each in duration. At least fifteen (15) days must elapse between

each such period. A guest camping permit issued by the Town of Rome is required.

5. Water/Septic requirements; Commencing on January 1, 2012, camping may not occur on a lot on which a single family residence does not exist unless said lot satisfies both of the following requirements:

a. Is either connected to water service offered by the Rome Water Utility or is served by a private, code-compliant well providing potable water; and,

b. Is either connected to a municipal sanitary sewer system or is directly served by a private onsite waste treatment system approved by the State of Wisconsin and Adams County.

**6. Off-Season Camping Permit:**

Camping is permitted from December 1 through April 14<sup>th</sup> only upon issuance of an off season camping permit by the Zoning Administrator. Such camping is limited to no more than two (2) occurrences for a cumulative total of no more than twenty-one (21) days during any off-season period. A separate permit is required for each occurrence and will only be issued upon proof that the camping unit will be connected to either a municipal sanitary sewer system or has direct access to a private onsite waste treatment system approved by the State of Wisconsin and Adams County.

**(c) Home Occupation**



ADAMS COUNTY TREASURER  
PO BOX 470, FRIENDSHIP, WI 53934-0470  
PHONE: 608-339-4202  
FAX: 608-339-4584  
MARY ANN BAYS, COUNTY TREASURER

Jani Zander, Deputy

ILLEGAL TAXES and ILLEGAL TAX CERTIFICATES WITHHELD FROM PREVIOUS YEARS and CERTIFICATES OF 2009

To the Honorable Board of Supervisors of Adams County, Wisconsin

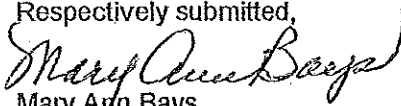
Ladies and Gentlemen:

I hereby report to you a list of illegal lands and illegal tax certificates from previous years and the tax certificates of 2009 which shall be charged back to their respective districts.

TOWN/DESCRIPTION	YEAR	INSTRUMENT	AMOUNT	REASON
<u>Town of New Chester</u>			\$2,184.46	
<u>New Chester</u> #20-756 S28 T16N R7E SW ¼ SE ¼	2008	Chargeback	\$1,722.45	Illegal Tax Assess Error
#20-1729 S7 T16N R7E NW ¼ NE ¼	2008	Chargeback	\$462.01	Illegal Tax Assess Error
<u>Town of New Haven</u>			\$ 238.75	
<u>New Haven</u> #22-662 S35 T14N R7E Pt SW ¼ NW 1/4, Pt SE ¼ NW ¼	2008	Omitted	\$238.75	Omitted Tax Assess Error

Dated this 26<sup>th</sup> day of October, 2009

Respectively submitted,

  
Mary Ann Bays  
Adams County Treasurer



# TREASURER'S REPORT OF OUTSTANDING CHECKS

To the Honorable Board of Supervisors of Adams County, Wisconsin

Ladies and Gentlemen:

I hereby present to you the following list of outstanding orders over two (2) years old and request that same be cancelled pursuant to Chapter 59.64(4)(e) of the Wisconsin Statutes.

## M&I Bank

DATE	CHECK #	DISBURSED TO:	AMOUNT
01/18/07	122505	Young, Devane	16.00
02/02/07	122712	Olson, John	9.79
02/19/07	123372	Gelger, Wayne	3.34
03/19/07	124100	Warrens Cranberry	65.00
03/30/07	124241	Finn, Brian	8.16
04/20/07	124970	Sherd, Matthew	0.97
05/17/07	125199	AF Youth Club Sports	300.00
06/08/07	125892	Ross Pettey, Robin Roe	100.00
06/15/07	125995	Hasan, Kathlene	69.60
06/22/07	126555	Davis, Harry P.	2.91
06/29/07	126678	Township of Rome	733.20
07/19/07	126923	ASE/ACT	587.00
07/19/07	127075	Hasan, Kathlene	52.80
07/19/07	127163	Komatz, Corrina	17.76
09/20/07	128530	Adams Center Association	1.00
09/20/07	128735	Herrigus Cemetery	1.00
09/20/07	128865	New Chester Cemetery	61.00
09/20/07	128943	Richfield Good Shepherd Cemetery	1.00
09/20/07	129022	Tuttles Corner Cemetery	3.00
10/17/07	129370	Blose, Teresa	38.40
10/17/07	129389	Carlton, Sandra	80.64
11/02/07	129955	Placko, Ronald	5.00
11/16/07	130210	Craddock, Paul	10.00
11/16/07	130214	Crump, Mark	10.00
12/14/07	130842	Straumann, Neile	17.28
12/18/07	131286	Sather, Sandra	34.32
12/18/07	131293	Sengbusch, Clayton	41.71
12/20/07	131416	Keckeisen, Michael	4.85
		TOTAL	2,275.73

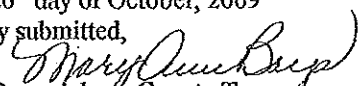
## Grand Marsh State Bank

04/19/07	Manual 38573	Sherd, Matthew	41.56
09/21/07	101395	Haefner, Andrew	66.03
		TOTAL	107.59

M&I Bank (HHSD) DATE	CHECK #	DISBURSED TO:	AMOUNT
08/31/02	4748	Plymesser, Brandon	42.74
12/12/02	4907	Hansen, Randy	5.15
02/28/03	5045	Hanson, Linda	50.65
11/30/03	5582	Meyer, Myrtle	1.78
12/31/03	5631	Meyer, Myrtle	2.84
07/31/04	5958	Aldrich, Carl	43.20
07/31/04	5983	Noack, Maynard	8.37
07/31/04	5980	Meyer, Myrtle	.53
08/31/04	6007	Aldrich, Carl	38.40
08/31/04	6031	Noack, Maynard	6.51
10/31/04	6125	Moss, David	59.35
11/30/04	6148	Aldrich, Carl	36.48
11/30/04	6174	Noack, Maynard	6.51
04/30/05	6405	Meyer, Myrtle	4.62
05/31/05	6453	Meyer, Myrtle	2.66
06/30/05	6498	Meyer, Myrtle	1.07
07/31/05	6547	Meyer, Myrtle	1.07
08/31/05	6621	Meyer, Myrtle	.36
11/30/06	7377	Giacoletto, Jack	10.32
01/31/07	7490	Meyer, Myrtle	1.19
02/28/07	7532	Meyer, Myrtle	.40
03/31/07	7580	Meyer, Myrtle	2.04
04/30/07	7642	Bonnini, Leon	11.69
05/31/07	7676	Meyer, Myrtle	1.02
07/05/07	7722	Lumby, Bert	111.52
07/05/07	7702	Bonnini, Leon	8.77
07/05/07	7726	Meyer, Myrtle	1.28
07/31/07	7745	Bonnini, Leon	10.02
10/31/07	7906	Meyer, Myrtle	.26
		TOTAL	470.80

Dated this 26<sup>th</sup> day of October, 2009

Respectively submitted,

  
Mary Ann Bays, Adams County Treasurer

Resolution no. 71 -2009

RESOLUTION TO APPROVE AND ADOPT  
THE 2010 ADAMS COUNTY BUDGET, TAX LEVY AND MIL RATE

INTRODUCED BY: Administrative & Finance Committee.

INTENT & SYNOPSIS: To adopt the 2010 Budget, Tax Levy and Mil Rate for Adams County Government.

FISCAL NOTE: The 2010 tax levy shall be \$17,154,920; the total expenditures shall be \$36,645,018; and the revenues shall be \$18,364,900 with an additional \$1,125,198 of fund balance applied; thereby establishing a mil rate of \$6.112194 per \$1,000 of evaluation.

WHEREAS: The Administrative & Finance Committee has recommended for 2010, a budget for proposed expenditures in the amount of \$36,645,018 and proposed revenues in the amount 18,364,900; and

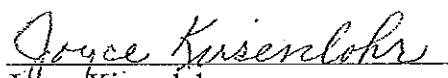
WHEREAS: Fund Balances in the amount of \$1,125,198 have been applied to reduce the tax levy; and

WHEREAS: The total indebtedness of Adams County as of December 31, 2009, is \$23,182,082.

NOW, THEREFORE, BE IT RESOLVED: by the Adams County Board of Supervisors to approve and adopt the 2010 Adams County budget with a levy of \$17,154,920 to be apportioned by the County Clerk upon all the taxable property in the County of Adams; with a mil rate of \$6.112194 per \$1,000 of evaluation.

Dated this 17<sup>th</sup> day of November, 2009.

  
John West, Chair

  
Joyce/Kirslenlohr

  
Karl Klingforth

  
Al Sebastiani

Bev Ward

Joanne Sumpter (attended meetings  
for Bev Ward)

Adopted \_\_\_\_\_  
Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this 17<sup>th</sup> day of November 2009.  
Tabled \_\_\_\_\_

County Clerk

County Board Chair

Resolution no. 72 - 2009

**Resolution to amend the Adams County Personnel & General Administrative Policies,  
Chapter 2, Section 7, last amended April 15, 2008**

**Introduced By:** Fran Dehmow, Mike Keckeisen, Joanne Sumpter, and Bev Ward

**Intent & Synopsis:** Resolution to amend Chapter 2, Section 7, Articles 7.05 and 7.06, to include County Board of Supervisors in the interview and selection processes of County employees, in departments where the Supervisors serve, on the Standing Committee.

**Fiscal Note:** Meeting per diem from County Board Account.

**Whereas:** The present process of hiring County employees leaves Standing Committee members ill informed about the candidates and those hired.

**Whereas:** Members elected to the Adams County Board of Supervisors are obligated to keep their constituents informed on the business of the County.

**Whereas:** Constituents will be better informed if their Board of Supervisors Member is present at the interviews and selection of candidates being considered for employment in the departments that the Supervisor oversees.

**Now Therefore, Be It Resolved:** By the Adams County Board of Supervisors that the Adams County Personnel & General Administrative Policies Chapter 2, Section 7, Article 7.05 (interviews), and Article 7.06 (selection), shall be amended to include members of the Standing Committee to be part of the hiring process along with the Department Head and Personnel Director.

Dated this 17<sup>th</sup> day of November 2009

<u>Joanne Sumpter</u>	<u>Michael J. Keckeisen</u>
<u>Joseph Stuckert</u>	<u>Bev Ward</u>
<u>Thomas Lucitor</u>	<u>Harry Hartley</u>
<u>Fran Dehmow</u>	

Adopted \_\_\_\_\_  
Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this 17<sup>th</sup> day of November 2009.  
Tabled \_\_\_\_\_

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
County Board Chair

RESOLUTION TO  
AUTHORIZE PARTICIPATION IN THE DEPARTMENT OF NATURAL RESOURCES  
MUNICIPAL DAM GRANT PROGRAM

INTRODUCED BY: PLANNING AND DEVELOPMENT COMMITTEE

INTENT & SYNOPSIS: To authorize participation in the Department of Natural Resources  
Municipal Dam Grant Program

FISCAL NOTE: Estimated costs for repair of the Sherwood toe drain system is  
\$160,000.00. The grant application will request the maximum  
allowable, which is 50% cost share, or \$80,000.00. If the grant  
is approved, it is estimated that the Adams County share will be  
\$80,000.00

WHEREAS: Adams County owns Sherwood Dam and requests financial assistance  
under s. 31.385 and s. 227.11, Wis Stats., and ch NR 335, Wis Adm  
Code, for the purpose of dam maintenance ; and

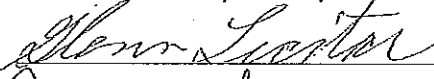
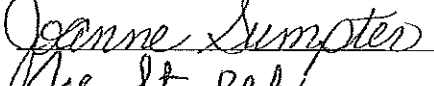
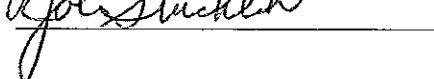
WHEREAS: All working systems require maintenance, the Sherwood Dam toe drains  
and collection basins need to be replaced by a sand filter system and  
extended wing walls;

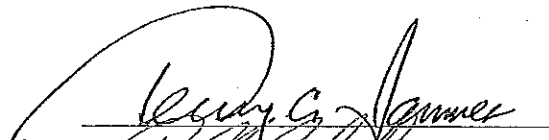
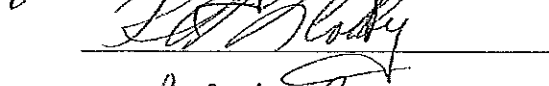
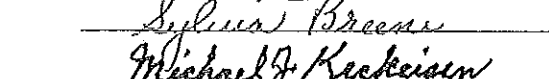

NOW THEREFORE, BE IT RESOLVED: That the Adams County Board of Supervisors hereby  
approves that the County Conservationist shall:

- Submit an application to the DNR for financial aid under ch. NR 335, Wis. Adm. Code for  
Dam maintenance costs of Sherwood Dam.
- Request the maximum allowable grant of 50% cost share, or \$80,000.00 of the  
estimated \$160,000.00 repair cost.
- Facilitate the signing of grant agreement documents.
- Take all necessary action to complete the project associated with any grant agreement  
and comply with all grant requirements.
- Submit reimbursement claims along with necessary supporting documentation.

BE IT FURTHER RESOLVED: That Adams County agrees to pay a share of the eligible costs,  
estimated to be \$80,000.00 which is equal to the total cost minus the state grant share.

Dated this 9th day of Nov, 2009

Adopted \_\_\_\_\_

Defeated \_\_\_\_\_

Tabled \_\_\_\_\_

by the Adams County Board of Supervisors this  
17th day of Nov, 2009

County Board Chair

County Clerk

**RESOLUTION TO APPROVE & ESTABLISH A NON-LAPSING  
LOCAL ROAD & BRIDGE AID ACCOUNT**

**INTRODUCED BY:** Administrative & Finance Committee

**INTENT & SYNOPSIS:** To establish a non-lapsing account for local culvert & bridge aid funds.

**FISCAL NOTE:** None.

**WHEREAS:** Adams County has created a local culvert & bridge aid account whereby municipalities, pursuant to Wisconsin State Statute §82.08, can petition the County for funding; and

**WHEREAS:** These funds are levied outside of the county's levy limit for the purpose of funding culvert & bridge projects; and

**WHEREAS:** These fund can only be used for the purpose of funding projects in accordance with the above State Statute, and therefore cannot be closed to the general fund, therefore creating a need for a non-lapsing account.

**NOW THEREFORE, BE IT RESOLVED:** That the County Board of Supervisors hereby approves and establishes a non-lapsing local culvert & bridge aid account to segregate the funding of projects in accordance with Wisconsin State Statute §82.08.

Dated this 20th day of October, 2009.

Joanne Sumpter  
Joyce Kersenich  
Shirley Kling Smith

Al Sebastiani  
\_\_\_\_\_  
\_\_\_\_\_

Adopted \_\_\_\_\_  
Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this  
Tabled \_\_\_\_\_ 20<sup>th</sup> day of October, 2009.

\_\_\_\_\_  
County Board Chair

\_\_\_\_\_  
County Clerk

**RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED TAX  
FORECLOSURE PROPERTY**

**INTRODUCED BY:** PROPERTY COMMITTEE

**INTENT & SYNOPSIS:** TO SELL COUNTY ADVERTISED TAX FORECLOSURE  
PROPERTY

**FISCAL NOTE:** \$91.57 REVENUE TO ACCOUNT NO. 100.10.48350 - GENERAL  
PROPERTY SALES  
\$208.43 REVENUE TO ACCOUNT NO. 100A12400 - TAX PORTION  
\$11.00 REVENUE TO ACCOUNT NO 100.13.46130 - REGISTER OF  
DEEDS RECORDING FEES

**WHEREAS:** Scott A. Wagner has submitted a bid of \$300.00 for the parcel of land described as  
follows:

12-1108-50 Lot Two (2) of Adams County Certified Survey Map No. 3593, Section 33, Township  
15 North, Range 7 East. All being in the Town of Jackson, County of Adams, State of Wisconsin

**WHEREAS:** Adams County took deed of this property on August 4, 2009 per judgment of tax  
foreclosure; and

**WHEREAS:** Scott A. Wagner has submitted a 10% (or more) down payment of \$30.00, which is  
on deposit with the County Treasurer.

**NOW, THEREFORE, BE IT RESOLVED:** By the Adams County Board of Supervisors, that the  
above described property is hereby approved for sale to Scott A. Wagner for the bid of \$300.00.

**BE IT FURTHER RESOLVED:** That the County Clerk issue Scott A. Wagner a QUIT CLAIM  
DEED to the above described property, upon receipt of the balance due of \$270.00 plus \$11.00  
recording fee.

SUBMITTED FOR ADOPTION THIS 17<sup>th</sup> day of November, 2009

*Joyce Kirsanlohn*

*Al Sebastiani*

*Fran Dehmler*

*Henry Hettigowski*

*Henry Hartley*

*Garby Babcock*

ADOPTED [ ]

BY THE ADAMS COUNTY BOARD OF SUPERVISORS THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2009

DEFEATED [ ]

\_\_\_\_\_  
COUNTY CLERK

*all*  
\_\_\_\_\_  
COUNTY BOARD CHAIRMAN

RESOLUTION TO APPLY FOR A COMMUNITY BLOCK GRANT FOR THE PURPOSE OF  
UPDATING FEMA FLOOD MAPS

INTRODUCED BY: Planning and Development Committee

INTENT & SYNOPSIS: Authorize the County Board Chair, after receiving public comment, to apply for a Community Block Grant for the purpose of mapping flood prone areas that currently have outdated FEMA maps.

FISCAL NOTE: Estimated project total cost is \$256,600. Application shall ask for total cost with no County match required.

WHEREAS: Federal monies are available under the Wisconsin Small Cities Community Development Block Grant-Emergency Assistance program, administered by the State of Wisconsin, Department of Commerce, Bureau of Community Finance, for the purpose of disaster recovery; and

WHEREAS: after public hearing and due consideration by the County Board Chair an application may be submitted to the state of Wisconsin for the purpose of mapping flood prone areas that currently have outdated FEMA maps; and

WHEREAS: It is necessary for the Adams County Board to approve the County Board Chair to sign a resolution after public hearing has been held for the preparation and filing of the final application for the County to receive funds from this program; and

WHEREAS: Adams County has reviewed the need for the proposed project and the benefit to be gained therefrom.

NOW THEREFORE, BE IT RESOLVED: That Adams County Board approves and authorizes the County Board Chair to act in behalf of Adams County; and

BE IT FURTHER RESOLVED: That the County Board Chair is hereby authorized to sign all necessary documents on behalf of Adams County.

Recommended for adoption by the Planning and Development Committee this 17th day of November, 2009.

*Glenn Licitar*  
*Joanne Sumpter*  
*Michael J. Keckisen*

*Sylvia Breene*

Adopted \_\_\_\_\_  
Defeated \_\_\_\_\_  
Tabled \_\_\_\_\_

by the Adams County Board of Supervisors this  
17th day of November, 2009.

County Board Chair

County Clerk



**RESOLUTION TO APPLY FOR DEPARTMENT OF NATURAL RESOURCES  
BROWNFIELD SITE ASSESSMENT GRANT ("SAG")**

**INTRODUCED BY:** Administrative and Finance Committee

**INTENT & SYNOPSIS:** Authorize the submittal of a Round 11 State grant application for the Lenny D. Hutchinson property by the Adams County Department of Public Health and the subsequent appropriation of the Adams County Department of Public Health to obtain funds for a Brownfield Site Assessment Grant.

**FISCAL NOTE:** (1) \$2,000 grant application fee to Ayres Associates to be paid from the Contingency Fund; (2) upon approval of the \$100,000 grant, the required \$20,000 County cost-sharing will be reduced to approximately \$7,750 after offset of outstanding real estate taxes, and shall be further reduced by any allowable costs with the remainder to be taken from the Contingency Fund; and (3) property clean-up will allow marketability of the subject real estate when it is included in the County's tax foreclosure deed cases in 2010.

**WHEREAS,** Adams County recognizes that the remediation and redevelopment of brownfields is an important part of protecting Wisconsin's resources; and

**WHEREAS,** in this action the Adams County Department of Public Health, has declared its intent to complete the Brownfield Site Assessment Grant activities described in the application if awarded funds; and

**WHEREAS,** the Adams County Department of Public Health will maintain records documenting all expenditures made during the Brownfield Site Assessment Grant period; and

**WHEREAS,** Adams County will allow employees from various County Departments and the Department of Natural Resources, its agents and assigns, access to inspect the grant site or facility and grant records; and

**WHEREAS,** the Adams County Department of Public Health will submit a final report to the Department of Natural Resources which will accompany the final payment request.

**NOW THEREFORE, BE IT RESOLVED:** That the Adams County Board hereby approves application for funds and assistance available from the Wisconsin Department of Natural Resources under the Brownfield Site Assessment Grant Program and will comply with state rules for the program, including contribution of County cost-share up to \$20,000.00, reduced to approximately \$7,750 after offset for outstanding real estate taxes, and further reduced by allowable disposal costs, etc.

52

53 **BE IT FURTHER RESOLVED:** A grant preparation and application fee of  
54 \$2,000.00 is hereby approved for Ayres Associates. Joe Lally, R.S., of the Adams  
55 County Public Health Department, will act on the behalf of the Adams County, to:  
56 oversee submittal of an application to the State of Wisconsin for financial aid for  
57 Brownfield Site Assessment Grant purposes; sign documents; and take necessary  
58 action to undertake, direct, and complete approved grant activities.

59

60 Recommended for adoption by the Administrative and Finance Committee this  
61 4th day of November, 2009.

62

63

64

65

66

67

68

69

70

71

72

73

74

75

76

Adopted \_\_\_\_\_

Defeated \_\_\_\_\_

Tabled \_\_\_\_\_

by the Adams County Board of Supervisors this

\_\_\_\_\_ day of November, 2009.

County Board Chair

County Clerk

RESOLUTION 78 - 2009

RESOLUTION TO APPROVE & ESTABLISH A NON-LAPSING  
ELECTION ACCOUNT

**INTRODUCED BY:** Administrative & Finance Committee

**INTENT & SYNOPSIS:** To establish a non-lapsing account 100 09 51440 419  
for election grant monies.

**FISCAL NOTE:** None.

**WHEREAS:** Adams County Clerk has received grant monies from the  
State of Wisconsin – Government Accountability Board for  
election incentives whereby Counties can use funds to  
improve elections data collection and improve election  
business practices with the funding; and

**WHEREAS:** These funds can be used over a 7-year period for only  
improvement of data collection and improvement of business  
practices, therefore creating a need for a non-lapsing  
account.

**NOW THEREFORE, BE IT RESOLVED:** That the County Board of Supervisors  
hereby approves and establishes a non-lapsing election account 100 09 51440  
419 pursuant with State guidelines for the utilization of these funds.

Recommended for adoption by the Administrative and Finance Committee this  
12<sup>th</sup> day of November, 2009

Joyce Kirschenlohn

Don Ward

Al Schastrom

Adopted \_\_\_\_\_

Defeated \_\_\_\_\_

Tabled \_\_\_\_\_

by the Adams County Board of Supervisors this 17<sup>th</sup> day of  
November, 2009.

\_\_\_\_\_  
County Board Chair

\_\_\_\_\_  
County Clerk

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48  
49

RESOLUTION 79-2009

RESOLUTION TO  
Authorize Citizen Participation Plan

**INTRODUCED BY:** Adams County Board Chair, Al Sebastiani.

**INTENT & SYNOPSIS:** To adopt a Citizen Participation Plan.

**FISCAL NOTE:** None.

**WHEREAS:** The County of Adams applies for Community Development Block Grants; and

**WHEREAS:** The State of Wisconsin Department of Administration and the U.S. Department of Housing and Urban Development require recipients of Community Development Block Grant monies to have in place a Citizen Participation Plan; and

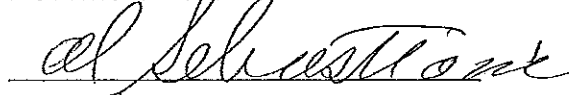
**WHEREAS:** The Citizen Participation Plan shall encourage citizen participation (especially by persons of low to moderate income), provide citizens reasonable and timely access to local meetings and information, provide for technical assistance, provide for public hearings, provide for a complaint procedure and accommodate non-English speaking residents; and

**WHEREAS:** The County of Adams has prepared a Citizen Participation Plan adopted and approved it on August 20<sup>th</sup>, 2002.

**NOW THEREFORE, BE IT RESOLVED:** by the Adams County Board of Supervisors that Adams County officially update the attached Citizen Participation Plan.

**BE IT FURTHER RESOLVED:** That Resolution 48-2002, here to attached, be rescinded and this resolution be adopted.

Recommended for adoption by the County Board Chair, dated this 12<sup>th</sup> day of November 2009.



Adopted \_\_\_\_\_

Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this

Tabled \_\_\_\_\_ 17<sup>th</sup> day of November 2009.

\_\_\_\_\_  
County Board Chair

\_\_\_\_\_  
County Clerk

**CITIZEN PARTICIPATION PLAN  
COMMUNITY DEVELOPMENT PROGRAM  
COUNTY OF ADAMS**

**PURPOSE**

In order for the Community Development program to operate effectively, and to address the needs of the citizens of the County of Adams, the entire population must be kept informed. The decision-making process must be open and consistent with State and Federal regulations. To accomplish this, the following plan will be followed:

**PROGRAM OVERSIGHT**

1. The Community Development Program is administered by the Housing Committee by the authority of the Adams County Board. The Community Development Committee will also serve in the capacity of the Citizen Participation Committee.
2. To insure responsiveness to the needs of its citizens, the County of Adams shall provide for and encourage citizen participation. Particular emphasis shall be given to participation by persons of low- and moderate-income (LMI) who are residents of blighted areas of the County of Adams.

**CITIZEN PARTICIPATION COMMITTEE**

1. A Citizen Participation Committee (CPC) shall be established. The CPC shall be responsible for coordinating and overseeing all required elements of this Citizen Participation Plan.
2. The CPC shall consist of at least five members appointed by the County Board Chair. The membership of the CPC shall be composed of persons representative of the community's demographics. This committee must include at least one LMI person. The committee members should also include representatives from the local government, real estate, banking and labor communities. All members must be residents of the community.

**NOTICES OF HEARINGS**

1. Official notice of hearings will be by public notice in the Adams County Times Reporter two weeks preceding the hearing. In addition, the public notice shall be posted at the Adams County Courthouse. These notices will include time, place and date of meeting, as well as a brief agenda.
2. For projects concentrated in a specific area or neighborhood, in addition to the above notification, notices shall be posed at locations of public gathering within the target area or neighborhood.
3. All notifications of meetings and available assistance will be worded in such a way as to encourage LMI participation.

## REQUIRED PUBLIC HEARINGS

Public hearings shall be held to obtain citizen views and to enable residents to respond to proposals at all stages of the community development program, including the development of needs, the review of proposed activities and the review program performance. Hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries and with accommodations for the handicapped, and, if needed, for non-English speaking persons.

1. The first hearing will receive citizen views and provide an explanation of:
  - a. Community development needs, objectives and strategies.
  - b. The CDBG program including goals, objectives, application process, amount of funds available, timetable, eligible activities, etc.
2. The first hearing also will receive citizen views and provide a summary of proposed activities, including explanation of how they address community development needs and objectives.
3. The second hearing will receive citizen views and provide a review of the performance of the funded activities.
4. The first public hearing shall be held prior to the submission of the final application for funds. The second public hearing shall be held during the implementation of the program.

## PROGRAM INFORMATION/FILES/ASSISTANCE

1. Technical assistance will be provided to any citizen who requests information about program requirements. Assistance with the application process will be provided by County officials or support staff. A County representative will meet with citizens on request.
2. The County of Adams will maintain, in the Adams County Clerk's Office, a record of all citizen participation efforts including minutes of meetings, newspaper clippings, and copies of notices and brochures.
3. Citizens will be invited to make proposals regarding the application. If suitable proposals are submitted in writing, a written response will be provided within 15 days. Every effort will be made to respond to all proposals prior to the final action on that subject.
4. Citizens may petition or request in writing assistance or changes. The County or support staff will respond to all such requests within 15 days after the Citizen Participation Committee has met to discuss the request.

## COMPLAINTS

The County or support staff will handle citizen complaints about the program in a timely manner. The County or support staff will respond in writing to all written letters of complaint within 15 days after receipt of the complaint. The nature and disposition of verbal complaints will be reported in a complaint log kept at the Adams County Clerk's Office. The first contact for complaints should be made to the Adams County Board Chair.

In addition to the above procedure, any citizen wishing to object may complain directly to the following address:

Department of Commerce  
Bureau of Community Finance  
P. O. Box 7970  
Madison, WI 53707-7970

## NON-ENGLISH SPEAKING RESIDENTS

The County or support staff will regularly survey the community to identify non-English speaking persons and will make all special efforts to assure them equal opportunity in the citizen participation process.

Resolution no. 48 -2002

INTRODUCED BY: Adams County Housing Authority.

INTENT & SYNOPSIS: To adopt a Citizen Participation Plan.

FISCAL NOTE: None.

WHEREAS: The County of Adams has applied for a Community Development Block Grant; and

WHEREAS: The State of Wisconsin Department of Administration and the U.S. Department of Housing and Urban Development require recipients of Community Development Block Grant monies to have in place a Citizen Participation Plan; and

WHEREAS: The Citizen Participation Plan shall encourage citizen participation (especially by persons of low to moderate income), provide citizens reasonable and timely access to local meetings and information, provide for technical assistance, provide for public hearings, provide for a complaint procedure and accommodate non-English speaking residents; and

WHEREAS: The County of Adams has prepared and publicly reviewed a Citizen Participation Plan.

NOW, THEREFORE, BE IT RESOLVED: by the Adams County Board of Supervisors that Adams County officially adopt the Citizen Participation Plan.

Dated this 20<sup>th</sup> day of August, 2002.

George Kullberg Joyce Kucinski

Fran Wehmer

Adopted ☒

Defeated ☐ by the Adams County Board of Supervisors this 20<sup>th</sup> day of August, 2002.

Tabled ☐

Bev Wood  
County Clerk

Bill Swanson  
County Board Chair



## AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 46-2006 on September 19, 2006, which was effective upon publication on September 27, 2006, and which was approved by the town board of the Town of Adams on November 15, 2006, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On October 14, 2009, Dawn Woychik, owner, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a portion of a parcel of land in the Town of Adams, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Development Committee on November 2, 2009, and the Adams County Planning & Development Committee, after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this proposed zoning ordinance amendment to the Adams County Board of Supervisors; now, therefore,

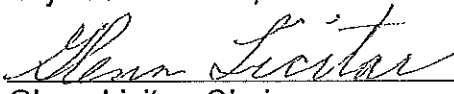
The County Board of Supervisors of the County of Adams does ordain as follows:

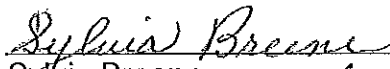
Zoning Change. The Adams County Zoning Ordinance, Ordinance No. 46-2006, and the corresponding zoning maps are hereby amended to reflect that a portion of the following described property (approximately 10 acres) is changed from an A-1 Exclusive Agricultural District to an R1-LL Single Family Residential District.

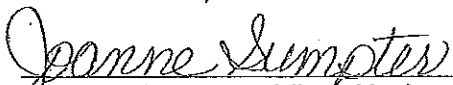
Property located in the E ½, NE ¼, Section 12, Township 17 North, Range 6 East, Lot 1, CSM 4771, Town of Adams, Adams County, Wisconsin.

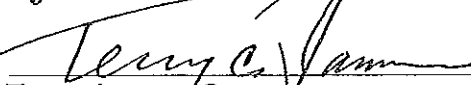
Published in the Times-Reporter, the official newspaper of Adams County, on the \_\_\_\_\_ day of November, 2009.

Recommended for enactment by the Adams County Planning and Development Committee on this 2nd day of November, 2009.


  
Glenn Licitar, Chair

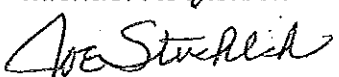
  
Sylvia Breene

  
Joanne Sumpter, Vice-Chair

  
Terry James, Secretary

  
Michael Keckeisen

  
Richard Colby

  
Joe Stuchlak

Enacted \_\_\_\_\_  
Defeated \_\_\_\_\_ by the Adams County Board of Supervisors  
Tabled \_\_\_\_\_ this \_\_\_\_\_ day of November, 2009



## PLANNING AND ZONING DEPARTMENT

P.O. BOX 187, COURTHOUSE  
FRIENDSHIP, WI 53934  
PHONE: 608-339-4222  
[www.co.adams.wi.gov](http://www.co.adams.wi.gov)

### ADAMS CO PLANNING & DEVELOPMENT COMMITTEE

November 2, 2009 – Room A260 -Courthouse  
Friendship, WI 53934 – 9:00 A.M.

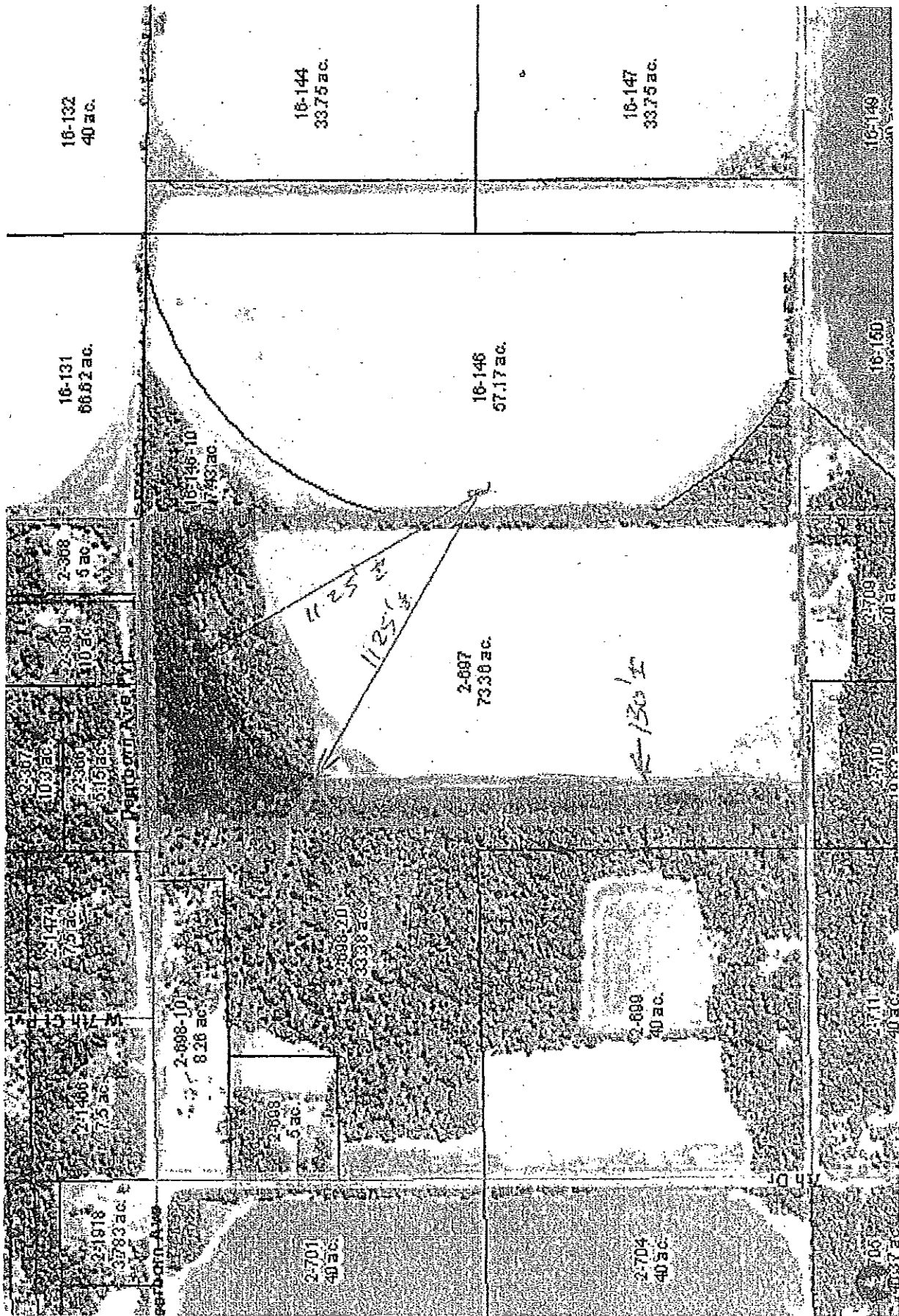
Dawn M. Woychik – Rezoning request of a portion of a 73.36 acre parcel (approximately 10 acres) from an A-1 Exclusive Agriculture District to an R1-LL Single Family Residential District of the Adams County Comprehensive Zoning Ordinance to allow the property to be split on property located in the E ½, NE ¼, Section 12, Township 17 North, Range 6 East, Lot 1, CSM 4771, Town of Adams, Adams County, Wisconsin.

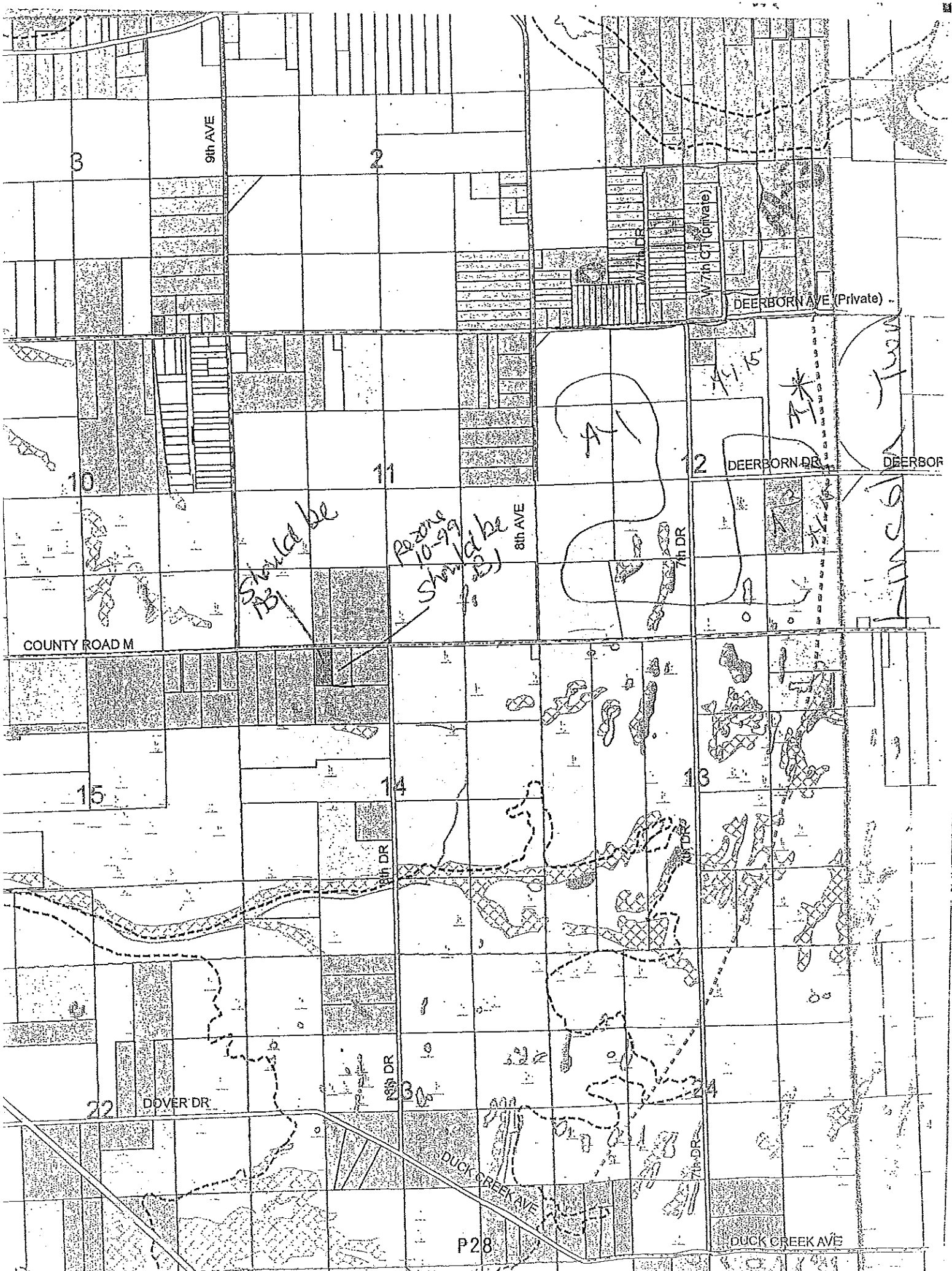
Appearing for with testimony: Greg Rhinehart representing the petitioner.

No one appearing against.

Correspondence: Notification from the Town Board of Adams that they met on March 11, 2009 and have no objection to the zoning change.

Disposition: Mike Keckeisen made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Richard Colby seconded the motion. Roll Call Vote: 7 - Yes. Motion carried.





Should be  
B1

Pzones  
10-99  
should be  
B1

A-1

A-1

Huron  
Linc

Resolution 80-2009

INTRODUCED BY Supervisor Bev Ward

INTENT & SYNOPSIS: To freeze all non-represented employees wage increases to not exceed .50 cents per hour for 2010.

FISCAL NOTE: Savings \$14,634.76 in wages, FICA, Retirement

WHEREAS: We are in tough economic times; and cuts have to be made; and

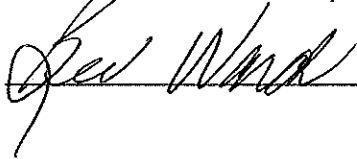
WHEREAS: Department Heads should be taking the lead to set the standards of ways to lighten the tax burden; and

WHEREAS: It doesn't look like times are going to get better in the next few years; and

WHEREAS: This resolution will be changing the Carlson Dettman study of wages for one year; and

NOW, THEREFORE BE IT RESOLVED, this resolution should be in effect on the day the increases are given.

Recommended for adoption by Supervisors this 17<sup>th</sup> day of November, 2009.



---

---

Adopted \_\_\_\_\_

Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this 17<sup>th</sup> day of November, 2009.

Tabled \_\_\_\_\_

---

County Board Chair

---

County Clerk

Resolution 81 - 2009

INTRODUCED BY Supervisor Bev Ward

INTENT & SYNOPSIS: To reduce Per Diems for County Board for the 2010 and 2011 terms.

FISCAL NOTE: Savings \$6,460.00

WHEREAS: We are in tough economic times;

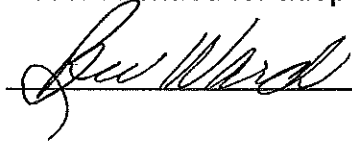
WHEREAS: We elected to be on County Board to serve the citizens of Adams County and not as a second income; and

WHEREAS: We should lead by setting an example of what steps should be taken to lighten the load on the taxpayers and

WHEREAS: It doesn't look like times are going are going to get better in the next few years.

NOW, THEREFORE BE IT RESOLVED, EFFECTIVE APRIL, 2010, the following are put in place: Per Diem for Committee Meeting - \$30.00; Per Diem for Committee Meeting lasting more than five (5) hours - \$45.00; Per Diem for second meeting - \$10.00; Per Diem for County Board Meeting - \$40.00 resulting in the savings of \$6,460.00 per year.

Recommended for adoption by Supervisor Bev Ward this 17<sup>th</sup> day of November, 2009.



---

---

---

Adopted \_\_\_\_\_

Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this 17<sup>th</sup> day of November, 2009.

Tabled \_\_\_\_\_

---

County Board Chair

---

County Clerk

Ad Hoc General Administrative and Policies Committee Meeting Minutes  
August 25, 2009 3:00 p.m.

Called to order by James at 3:02 p.m. Roll call was taken. Present: England, Ward, James. Excused: West, Stuchlak, and Sumpter. Also present Barb Petkovsek, Administrative Coordinator/Director of Finance, and Phillippi. Albert on vacation.

The meeting was properly noticed.

Motioned by Ward/England to approve the agenda. Motion carried by unanimous voice vote.

Motioned by England/Ward to approve the July 28<sup>th</sup>, 2009 minutes correcting "Dead" to read "Head". Motion carried by unanimous voice vote.

Department Head comments were read.

Chapter 8, Section 22.03 (F) add:

**All bids shall be awarded by the home committee.**

**New section to be added:** Chapter 8, Section 25

Motioned by England/Ward to accept raffle documents as submitted for a new Section 25 in Chapter 8. Motion carried by unanimous voice vote.

Chapter 10, Section 3 - ~~Smoking and Burning Tobacco Use~~, Remove **4.01 Smoking**. There shall be no smoking allowed in any enclosed County buildings or County owned vehicles.

~~**4.02 Burning.** No burning of any material in County buildings is allowed, unless required in performance of job duties.~~

**3.01 Smoking.** There shall be no use of tobacco products allowed in any enclosed County buildings/facilities, County owned or leased property or County vehicles per Ordinance 3-2009.

**3.02. Exceptions. See Ordinance 3-2009.**

Chapter 10, Section 4 – Claims Against the County

4.01 Claims filed against the County or a Department shall be filed with the County Clerk, who shall provide copies to the **insurance carrier**, the Administrative Coordinator/Director of Finance, Corporation Counsel, and the Administrative & Finance Committee. All claims shall be processed in accordance with §59.07(1) and (2). The Corporation Counsel shall review every claim(s) against the County. The Corporation Counsel may in accordance with §59.52(12)(b), Wisconsin Statutes, take appropriate legal action, or after review shall advise the appropriate Committee(s) and/or County Board of the appropriate legal action to be taken.

SECTION 6 – Vehicle Policy change numbers accordingly.

~~**6.01** It is the policy of the County to provide safe, reliable, and economical business transportation for its employees through procedures that support the following policy direction:~~

- ~~A. Transportation and vehicular operations requirements shall be met by using the most economical, safe and reliable methods available.~~
- ~~B. The County fleet shall be operated in a manner that minimizes the number of vehicles and equipment required to effectively meet business transportation needs.~~
- ~~C. The County fleet shall be maintained in a mechanically sound condition and operated in a safe and legal manner.~~
- ~~D. Drivers and operators of County vehicles and equipment shall be properly trained and licensed. **Make 6.01**~~
- ~~E. Appropriate economic criteria shall be applied to vehicle and equipment purchases and disposal decisions.~~
- ~~F. The full cost of all vehicles and equipment will be identified and allocated to County Departments and Offices.~~

~~**6.02** The Department will maintain and review assignment criteria and requests for vehicles in order to serve the best interest of the County and meet the business transportation needs of employees.~~

~~**6.03** The Department will monitor reimbursement rates, estimated vehicle costs and assignment criteria, and recommend modifications as necessary.~~

~~**6.04** The Department will develop procedures required to execute this Policy. County Departments and Offices are responsible for distributing and applying these Policies and Procedures.~~

**6.02** Personal use of a County vehicle is prohibited. All employees should be aware that the County's liability for operation of its vehicles covers authorized County business only. A personal stop is permissible only when all of the following conditions are met:

- A. It occurs between business destinations;
- B. It adds limited incidental mileage to the vehicle; and
- C. It occurs on off-duty time.

**6.03** Unauthorized personal use of County vehicles is prohibited conduct, which could result in disciplinary action. Department Heads shall monitor employees' use of County vehicles to ensure all vehicles are utilized for authorized official County purposes only. No County vehicle, except those designated by Department Policy shall be driven to an employee's home after or during work hours.

~~**6.07** All use of County vehicles before or after work hours for non-emergency purposes requires prior approval of the Department Head.~~

**6.04** No one other than County employees shall be allowed to operate a County vehicle.

~~**6.09** County vehicles are the preferred choice for business transportation. If the use of a County owned vehicle is not practical and/or available, use of private vehicles and mileage reimbursement may be used if approved by the Administrative Coordinator/Director of Finance.~~

**6.05** The County's Vehicle Policy applies to volunteers conducting sanctioned business on behalf of the County as approved by the Department Head.

**6.06** Employees planning to use a vehicle for out of state travel shall have approval from the Administrative Coordinator/Director of Finance prior to travel.



~~6.12~~ The Administrative Coordinator/Director of Finance shall have final authority for administering, interpreting, and applying the terms of this Vehicle Policy. This includes, but is not limited to, determining the appropriate vehicles assignment for employees.

**6.07** Misuse of County vehicles shall be reported to the Department Head and if necessary, the Administrative Coordinator/Director of Finance for appropriate action.

~~6.14~~ Options for vehicle use. This Policy sets forth five (5) options for meeting business transportation needs:

- ~~A. Department assigned vehicles;~~
- ~~B. Individual work assignment;~~
- ~~A. Individual assignment with work-to-home privileges (not taxable);~~
- ~~B. Private mileage reimbursement (PMR); and~~
- ~~C. Personal vehicle allowance (PVA).~~

**6.08 Department Assigned Vehicles (Class 1).**

- A. Consistent with this Policy, authorization to use vehicles that are assigned to Departments shall be provided by the Department Head or their designee.
- B. Department vehicles may be assigned for temporary work-to-home use in situations where an employee is reporting to a temporary work site and such accommodations provide a definable benefit to the County and is compliant with IRS regulations for non-taxable assignments.
- C. **Emergency Assignment of County Vehicles.** The Department Head may temporarily assign an available Department vehicle (work-to-home use) to an employee during a disaster, inclement weather or other such circumstance for which the employee may need to respond during regular business and/or after hours to work related situations. All other provisions of the Vehicle Policy are applicable.

**6.09 Individual Work Assignment of a County Vehicle (Class 2).** The Administrative Coordinator/Director of Finance may authorize a full time work assignment of a County vehicle to an individual when it is clearly demonstrated that a more efficient use of County resources will result from permanent individual assignment, or when it is an operational requirement of a requesting Department.

**6.10 Individual Assignment with Work-To-Home Use, Not Taxable (Class 3).** This class includes:

- A. Law Enforcement Vehicles; and
- B. Situations in which an employee is reporting to a temporary work site.

Request for work-to-home use (Class 3) will be evaluated based on the definable benefit of such assignment to the County and compliance with IRS regulations for non-taxable assignments. Requests for assignments of County vehicles with work-to-home use shall be made by the Department Head and authorized by the Administrative Coordinator/Director of Finance.

~~6.18 Private Mileage Reimbursement (Class 4).~~ The use of private vehicle to conduct Official County business shall be reimbursed at the established County mileage rate.

- ~~A. Employees receiving Private Mileage Reimbursement (PMR) shall submit Mileage Reimbursement Forms at least monthly in the form and manner prescribed by this Policy.~~
- ~~B. Private Mileage Reimbursement is considered full payment (including depreciation, insurance, maintenance, fuel and other operating costs) for private vehicle use in lieu of a County vehicle.~~

- C. ~~The private mileage reimbursement rate shall be consistent with the rate established by the IRS.~~
- D. ~~Commute miles (round trip distance between employee's residence and regular place of work) are not reimbursable. Requests for mileage reimbursement must take into consideration commute miles and business travel miles, whether or not the commute took place on any given work day.~~
1. ~~**Example 1.** Employee A drives directly from their residence to Madison for a business trip on Tuesday. The round trip distance from Employee A's residence to Madison is one hundred fifty (150) miles. The distance from Employee A's residence to their regular place of work is twenty (20) miles. Since the employee is responsible for twenty (20) commute miles, the employee is eligible for one hundred ten (110) miles of business reimbursement for Tuesday's drive to Madison.~~
  2. ~~**Example 2.** Employee A has a twenty (20) mile commute from their residence to their duty station. In lieu of commuting to their regular place of work, Employee A attends a number of off site meetings. At the end of the day, Employee A has driven fifteen (15) miles on County business. In this example, the employee is not eligible for mileage reimbursement, as they did not exceed their commute mileage (twenty (20) miles). In the same scenario, if employee A drives forty (40) miles on County business, the employee is eligible for twenty (20) miles of business reimbursement.~~

**6.19 Personal Vehicle Allowance (Class 5).** ~~A Personal Vehicle Allowance (PVA) shall be provided when it is in the best interest of the County.~~

- A. ~~The PVA is a payment of \$250 per month. The County Board with notice and appropriate justification may approve changes to the PVA amount. The Administrative Coordinator/Director of Finance shall maintain a list of employees currently authorized to claim PVA. Any Department that has authorized employee's receiving a PVA shall provide a monthly voucher to the County Clerk's Office for payment of the PVA.~~
- B. ~~PVA payments are subject to Federal Income Tax and shall be reported by the County to the IRS on Form W-2 as taxable income received by the employee.~~
- C. ~~Employees receiving a PVA shall be restricted from using a County vehicle except as approved by the Administrative Coordinator/Director of Finance.~~
- D. ~~A PVA shall be considered full payment (including depreciation, insurance, maintenance, fuel and other operation costs) for private vehicle use in lieu of a County vehicle.~~
- E. ~~Approved business travel beyond a one hundred (100) mile radius of the employee's assigned duty station may be reimbursed at the PMR rate for all business miles traveled.~~
- F. ~~The Administrative Coordinator/Director of Finance on a case by case basis may consider request for reimbursement of business mileage above what is covered by the PVA. The additional mileage shall be reimbursed at the PMR rate.~~

**6.18 Federal Income Tax.** ~~PVA shall be reported to the IRS in accordance with applicable Federal Regulations. Employees who receive any reimbursement for private vehicle use are advised to discuss tax issues with their individual tax consultants.~~

**6.21 Insurance.** ~~The County's cost for vehicle and equipment insurance shall be billed to County Treasurer's Office.~~

- A. ~~Recipients of PVA shall be required to submit to the Personnel Department evidence of liability insurance coverage for an amount not less than the limits as defined in Wisconsin Statutes.~~
- B. ~~Evidence of liability insurance in at least the previously stated amount shall be provided annually to the Personnel Department.~~

- ~~C. Payments of PVA cannot be continued if such evidence is not provided or if minimum coverage limits are not met.~~
- ~~D. Recipients of PVA shall immediately notify the Personnel Department of any change in insurance that affects compliance with this Policy.~~
- ~~E. Drivers using a private vehicle for County business shall carry adequate private vehicle liability insurance as required under Wisconsin Statutes.~~

The remainder of the above section to be forwarded to the Mutual for feedback. Memo to the Mutual will indicate we have no fleet nor intend to have one.

Dawn McGhee present with updated information related to the Technology Policy.

Technology policy will need to be updated to include Department of Justice Recommendation:

Section 6, 6.01 d (4)

Disposal of all media used to process CJIS Criminal Justice Information Systems will follow CJIS Security Policy for Disposal.

## Chapter 11, Section 2 – Notice of Injury

**2.01 Reporting an Injury.** The immediate concern is to ensure that the employee or volunteer receives immediate medical attention as needed. An employee shall immediately report to his Department Head or Immediate Supervisor any injury, whether medical attention is required or not, that allegedly incurred while in the course of his employment. An employee's failure to report an accident within twenty-four (24) hours of the injury shall result in disciplinary action. The Department Head or Immediate Supervisor will file the "Employer's First Report of Injury or Disease" within twenty-four (24) hours of the employee's notice of injury. Complete the "Employer's First Report of Injury or Disease", available electronically or in the ~~Corporation Counsel/~~ Personnel Department **Director's office**, within twenty-four (24) hours of the employee's notice of injury. The ~~Corporation Counsel/~~ Personnel Director or their designee will have twenty-four (24) hours to report the claim with the Insurance Carrier once notification of the injury is received. If the Department Head is out of the office for more than twenty-four (24) hours, the next Immediate Supervisor of the Department shall be notified and is responsible for reporting the injury. It is the responsibility of the Department Head to notify all employees or the next Immediate Supervisor when he is out of the office.

### **2.02 If non-emergency medical treatment is required.**

- A. If non-emergency medical treatment is required on the day of injury or suspected at a later time, provide the injured employee with the following materials:
  - 1. Job Assessment Form - to be completed by the Department Head.
  - 2. Return to Work Form - to be completed by the attending physician.
- B. Also instruct the employee to:
  - 1. Inform the attending physician that transitional duty work is may be available.
  - 2. Provide the forms to his physician at the time of treatment.

**2.03** Failure of the Department Head or Immediate Supervisor to comply with the above Policy shall be reported to the Personnel Director and may result in disciplinary action. Any suspicion of fraud shall be reported to the ~~Administrative Coordinator/Director of Finance and~~ Corporation Counsel and Personnel Director for investigation. If the claim is found to be fraudulent this shall result in disciplinary action.

Chapter 11, Section 3 - Workplace Violence Policy to be sent to the Mutual.

## ~~SECTION 4 - SEAT BELT POLICY~~

~~4.01~~ To minimize the possibility of injury or death as a result of traffic accidents involving drivers and passengers, all persons shall use the seat belt restraining system while on County business or when using County vehicles.

## Section 5 - Policy on a Drug and Alcohol Free Workplace

**5.01** The County declares any location at which the County conducts its business to be a smoke, tobacco, alcohol, and drug-free workplace. Any employee violating this Policy is subject to discipline, up to and including discharge. Any act of discipline shall be carried out pursuant to the applicable Personnel and General Administrative Policies or union collective bargaining agreement.

~~5.02 Alcohol Free Workplace.~~ Alcoholic beverages are not allowed in any building or vehicle owned, leased or rented by the County at any time with the exception of the storage of alcohol as evidence by the Sheriff's Department.

~~5.03 Drug Free Workplace.~~ All employees are prohibited from unlawfully manufacturing, distributing, dispensing, possessing, being under the influence of, or using a controlled substance in the workplace.

**5.02 Use of Prescription Medication.** This Policy, however, does not prohibit an employee from ingesting a legally obtained prescription drug that was legally issued to said employee. Because prescription medication can also affect an individual's demeanor and job performance, it is the employee's responsibility to notify his immediate supervisor if he is taking legal prescription drugs that may affect performance or ability to perform the position duties. Such prescription drugs must be given under medical supervision and may not interfere with the performance of job duties.

### **5.05 Definitions.**

A. ~~Controlled substance.~~ All substances listed in Chapter 961, Wisconsin Statutes.

B. ~~Employee.~~ Any person hired by the County, regardless of whether the employee was hired on a regular, temporary or contracted/leased basis.

C. ~~Workplace.~~ Any place where a person is functioning as a County employee.

~~5.06 Drug Related Conviction.~~ Any employee convicted of violating a Wisconsin or Federal criminal Drug Statue in the workplace must inform the County of such conviction (including a plea of guilty and *nolo contendere*) within five (5) days of the conviction occurring. Failure to inform the County subjects the employee to disciplinary action. When the Federal Government requires a County to notify the federal contracting office of an employee's drug conviction in a workplace, the County will provide such notification to the federal contracting office within ten (10) days of receiving such notice of conviction from an employee, or otherwise receiving notice of such conviction.

## Chapter 11, Section 7 - INCLEMENT WEATHER Courthouse Closings

**7.01** A decision to close one (1) or more County Departments or facilities because of inclement weather or adverse physical working conditions shall be made by the **County Board Chair** Administrative Coordinator/Director of Finance after consultation with the Highway and Sheriff's Department, if needed.

~~7.02~~ County Departments and facilities should be closed when inclement weather or adverse road conditions make travel to or from County facilities unreasonably dangerous, or when working conditions

~~pose a hazard to employee's health and well being, or are such that the facility or Department cannot reasonably be expected to function.~~

~~**7.03** The decision to close one (1) or more County Departments or facilities should be made by the Administrative Coordinator/Director of Finance who will communicate this to all affected employees and the public as soon as reasonably possible.~~

~~**7.06** In the event of inclement weather such as snow, fog, or ice which creates hazardous traveling conditions to and from an employee's home, an employee may request from his supervisor permission to leave work early or arrive late and, if the supervisor approves, the employee may arrive late or leave early. This Policy shall not apply to any Departments in the County where lack of proper personnel would affect patient care, protection of the public or required services to improve driving conditions. Employees in those positions are expected, as a condition of their employment, to adjust their arrival and departure in accordance with predicted conditions.~~

Chapter 11, Section 7, 7.04 and 7.05 review the union contracts language.

Draft document to be completed near end of September, forward a draft document to Bev and Joanne. The document will be forwarded to the Mutual October/November for review.

Motioned by Ward/England to adjourn at 4:45 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi,

Recording Secretary

These minutes have not been approved.

Administrative and Finance Committee Minutes

September 22, 2009

8:30 a.m.

Called to order by Chairman West at 8:35 a.m. Present, Sumpter, Kirsenlohr, Klingforth, Sebastiani. Excused, Ward. Sumpter sitting in for Ward.

Register of Deeds and Land Information budgets were discussed with no changes.

There were rounding adjustments made to: 100.20.51450.335 should be \$163,236 not \$163,235.84 and 600.26.53630.433 should be \$555.00 not \$555.40. Veteran Service Officer wages need to be adjusted as follows: 100.34.54700.110 should be \$72,375.00 not \$77,198, 100.34.54700.210 should be \$5,537 not \$5,906 and 100.34.54700.211 should be \$9,119 not \$9,727.

Land Conservation budget was discussed with changes:

100.44.43583 should be \$194,900 not \$194,985

100.44.43579 should be \$33,030 not \$33,047

Create new account: 100.44.46811 \$1,730

Surveyor budget was reviewed, there were no changes.

Motioned by Sebastiani and Sumpter to recess at 11:22 a.m. Motion carried by unanimous voice vote.

West called the meeting back to order at 12:27 p.m. All present.

Planning and Zoning budget was discussed with changes:

100.45.56400.341 should be \$400 not \$800

100.45.56400.326 should be \$4,400 not \$4,800

100.45.56400.433 should be \$1,280 not \$1,500

100.45.56400.434 should be \$1,050 not \$1,000

100.45.56400.420 should be \$720 not \$620

100.45.49300 should be \$7,900 no zero

Library budget was discussed with changes: 100.40.55110.120 should be \$2,500 not \$4,500

100.40.55110.341 should be \$200 not \$1,000

100.40.55110.210 should be \$15,043 not \$15,196

100.40.55110.211 should be \$24,222 not \$24,474

DA budget was reviewed, there were no changes.

Extension budget was discussed with changes:

100.42.49300 increased by \$15,000 for clean sweep to equal \$28,150, difference is special project funds.

100.42.55620.430 should be \$275 not \$375

100.42.55620.431 should be \$500 not \$1,000

100.42.55620.432 should be \$8,450 not \$9,000

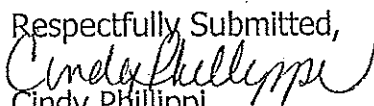
100.42.55620.433 should be \$1,550 not \$2,000

Chairman West called for a recess, all consented at 2:30 p.m.

Chairman West called the meeting back to order at 2:35 p.m. All were present.

Parks budget was discussed with changes: 100.41.46719 should be \$536,428 not \$513,645  
100.41.43576 should be \$48,710 not \$52,750  
100.41.46720 should be \$404,051 not \$404,185  
100.41.46722 should be \$28,000 not \$26,000

Motioned by Sebastiani/Sumpter to adjourn at 3:40 p.m. until September 23 at 8:45 a.m.  
Motion carried by unanimous voice vote.

Respectfully Submitted,  
  
Cindy Phillippi  
Recording Secretary

These minutes have not been approved.

Administrative and Finance Committee Minutes  
September 23, 2009  
8:45 a.m.

Called to order by Sebastiani at 8:50 a.m. Present: Sumpter, Kirsenlohr, Klingforth, Sebastiani, Keckeisen. Excused, Ward and West. Sumpter sitting in for Ward. Keckeisen sitting in for West.

Family Court Commissioner budget was discussed; there were no changes.

Emergency Management budget was discussed; there were no changes.

Miscellaneous budget was discussed; no changes at this time.

100.73.43410 increased to \$90,000 from \$50,000.

Barb explained that a new health expense account of \$10,000 was included for the wellness committee. It was added to purchase health self guide booklets to provide to employees. This will potentially cut emergency room and urgent care visits. In addition, promotional items will be printed.

Motioned by Keckeisen/Klingforth to recess at 10:25 a.m. Motion carried by unanimous voice vote. Reconvened at 10:40 a.m. All present.

Miscellaneous portions of the budget were discussed to include Transportation program, Holiday Tree, Chamber, Rural Industrial Development, Historical Society, Animal Shelter, and Youth Commission.

Keckeisen excused at 11:55 a.m.

Circuit Court budget was discussed with changes:

100.03.51230.430 should be \$60 not \$132

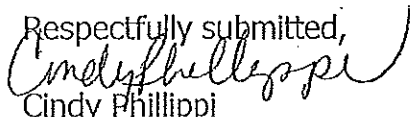
100.03.51230.431 should be \$160 not \$320

600.26.48310 should be zero not \$19,026.

New account 600.26.48201 should be \$19,026.

Motioned by Klingforth/Sumpter to adjourn at 12:30 p.m., until 8:30 a.m. September 24. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi

Recording Secretary

These minutes have not been approved.



Administrative and Finance Committee Minutes  
September 24, 2009, 8:25 a.m.

Chairman West called the meeting to order at 8:25 a.m. Present, West, Sebastian', Klingforth, Kirslenlohr. Excused, Sumpter.

Committee would like a letter send to the County Board regarding the Medical Examiner presentation on October 14 at 9:30 a.m. All members are welcome, however; there will be no per diem.

Sumpter present at 8:30 a.m.

Coroner budget was discussed with changes:

100.05.46171 should be \$20,000 not \$34,200  
100.05.51290.481 should be \$12,000 not \$13,500  
100.05.51290.413 should be \$150 not \$250  
100.05.51290.419 should be \$150 not \$300  
100.05.51290.424 should be \$150 not \$225  
100.05.51290.351 should be \$1,200 not \$700

Highway budget was discussed with changes:

700.25.43531 should be \$1,611,821 not \$1,591,194

Parks budget was discussed with changes:

100.41.5521.412 should be \$430 not \$800  
100.41.55210.433 should be \$370 not zero

Sheriff's budget was discussed with changes:

100.18.49300 should be \$4,000 for project life saver  
100.18.52100.326 should be \$159,200 not \$161,200  
100.18.52120.910 should be \$27,000 not zero  
100.18.52120.440 should be zero not \$10,000  
100.18.49300 needs \$15,000 applied funds  
100.18.46241 should be \$16,500 not \$12,000  
100.18.52100.339 should be \$55,000 not \$59,000  
100.18.52100.316 should be \$8,000 not \$4,500  
100.18.52170.332 should be \$2,000 not \$1,000

Veteran Service budget was discussed with changes:

100.34.54700.430 should be \$720 not \$984  
100.34.54700.431 should be \$1,120 not \$2,620  
100.34.54700.432 should be \$1,350 not \$1,570  
100.34.54700.433 should be \$200 not \$260

Health and Human Service budget was discussed with a change:

240.38.54592.425 should be zero not \$1,500.

West excused at 12:25 p.m.

Motioned by Sumpter/Klingforth to recess at 1:05 p.m. Motion carried by unanimous voice vote.

Sebastiani called the meeting back to order at 2:00 p.m. All present.

Rural Industrial Development budget was discussed with a change:

100.74.56700.350 should be \$100,000, not \$102,000

\$80,000 for Rural Industrial Development and \$20,000 for the job center.

Humane Society budget was discussed with a change:

100.18.54960.830 should be \$40,000 not \$50,000.

Historical Society budget was discussed with a change:

100.73.55491.350 should be \$3,000 not \$6,500.

Clerk of Court budget was discussed with changes:

New account 100.02.51210.320 should be \$100 100.02.49300 should be \$18,916 applied funds.

100.02.51220.410 should be \$8,500 not \$8,000


100.02.51220.419.121 should be \$200 not \$100

Sumpter excused at 3:45 p.m.,

Chamber budget was discussed with a change: 100.73.56706.350 should be \$7,500 not \$33,150, holding the holiday tree account at \$1,000 no more: If more money is spent the Chamber will need to pick up the costs for the holiday tree. There will be no additional costs to the county for membership fees as the county contributes to the Chamber.

Central Wisconsin Community action budget will be revisited. Barb is to get information on what the \$7,500 is for and why we are giving this amount. In addition, she will find out how much of the \$8,500 of the food pantry monies is applied towards administrative costs.

Motioned by Klingforth/Kirslenlohr to adjourn at 4:25 p.m. until 9:00 a.m., October 5. Motion carried by unanimous voice vote.

Respectfully Submitted,   
Cindy Phillippi Recording Secretary  
These minutes have not been approved

Administrative and Finance Committee Minutes  
October 05, 2009, 9:00 a.m.

Chairman West called the meeting to order at 9:00 a.m. Present, West, Sebastiani, Klingforth, Kirslenlohr. Sumpter sitting in for Ward. Excused, Ward.

Meeting was properly announced.

Motioned by Klingforth/Sebastiani to approve the agenda. Motion carried by unanimous voice vote.

There was no public participation.

Dee Helmrick, Clerk of Court present at 9:05 a.m. Dee gave the committee a report on the delinquent collections clerk position.

Fred Nickel, Parks Director present at 9:10 a.m. to discuss the purchase of playground equipment.

Motioned by Sebastiani/Sumpter that the Administrative and Finance agrees with the purchase of playground equipment utilizing 2009 dollars contingent upon approval of the Resource and Recreation Committee. Motion carried by unanimous voice vote.

100 41 55410 910 s/b \$30,000 not \$40,000

100 41 46719 s/b \$526,428 not \$536,428

Agenda item for 10/15 to include Parks user fees.

Townsend present at 9:20 a.m.

Chuck Price informed the committee that Sandy Wormet's last day will be December 30<sup>th</sup>, 2009. Chuck said the new Economic Support Supervisor will be handling case loads whereas the current one does not.

Moving forward into 2010 they will be working on Comprehensive Community Services Program. Health and Human services will be looking at billing for services already being provided to potentially generate revenue. In 2010 Health and Human Services will be looking at a Stabilization Program to cut costs in the Family Care Program area and continue to pursue ADRC going to a Community Resource Center. The committee discussed potential funding the Long Term Support position as a full time position and the Economic Support position as a part time position moving forward in the 2010 budget.

Motioned by Klingforth/Kirslenlohr to recess at 10:30 a.m. Motion carried by unanimous voice vote. Reconvened at 10:47 a.m. all present.

The current proposed 2010 budget does not include any furlough days. Discussion related to retirements, filling of vacant positions, and coming back with a plan for the 10/15 meeting.

Dave July, Darrell Renner, and Sandy Green present.

100 18 52100 910 should be zero not \$20,000

Discussion regarding the Sheriff's Department absorb some of the Emergency Management duties. Reducing the Emergency Government position from a full time to part time position would reduce the county levy and still provide reasonable services.

Motioned by Sumpter/Sebastiani to recess for 10 minutes at 12:30 p.m. Motion carried by unanimous voice vote.

Reconvened at 12:50 p.m. all present.

More discussion took place regarding furloughs, layoffs and retirements.

Ron Chamberlain present. There was discussion related to Highway equipment usage. The 2 different chippers, one cuts wood and the other spreads stones.

700 25 53110 434 was \$80,000 should be \$40,000

Ron explained staffing levels and what cutting positions would mean to the department.

700 25 53110 900 should be zero not \$5,500

700 25 53110 324 should be \$1,000 not \$1,500

700 25 53100 412 should be zero not \$1,000

Dave July, Darrell Renner, and Sandy Green present.

100 18 52100 906 should be \$214,615 not \$222,115

100 18 521000 910 should be \$4,000 not zero

Agenda item for 10/15 to include record control account, 2010 budget discussion.

Set a meeting date for 10/21 at 8:00 a.m. to discuss 2010 budget.

Motioned by Klingforth/Sumpter to adjourn at 2:15 p.m. until 10/15/2009. Motion carried by unanimous voice vote.

Respectfully Submitted,



Cindy Phillippi

Recording Secretary

These minutes have not been approved.

Administrative and Finance Committee Minutes  
October 15, 2009, 8:00 a.m.

Chairman West called the meeting to order at 8:15 a.m. Present, West, Sebastiani, Kirslenlohr, Albert, Petkovsek, Diemert, Bays, Rhinehart, Theisen. Sumpter sitting in for Ward. Excused, Ward and Klingforth.

The meeting was properly announced.

Motioned by Sumpter/Klingforth to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Sebastiani/Sumpter to approve 9/10, 9/21, 9/22, 9/23, and 9/24 meeting minutes. Motion carried by unanimous voice vote.

Discussion took place about placing delinquent Solid Waste collection fees on tax bills. The average outstanding amount is \$30,000. November 1 is the deadline for placing delinquencies on this years tax bill. Diemert will proceed forward and prepare for next year cycle.

July gave an 2010 revenue update on out of county prisoners. They would like to reallocate \$34,478 in the 2009 budget for office remodel project to include upgrading DVR's and installing cameras in the jail pod. The money was placed in the 2009 budget for an access control system.

Account 100 18 52100 910 should be zero not \$4,000.

The committee wanted an update on the 2009 end of year budget projection. July reported the department should be under budget at the close of the year.

Motioned by West/Sebastiani to reallocate spending \$34,478 on the office remodel, upgrade of DVR's and installation of cameras in jail pod. Motion failed by voice vote 2 yes, 2 nay. Voting yes, Sebastiani, West. Voting nay, Sumpter, Kirslenlohr.

Ward present at 9:12 a.m.

Committee decided to reinstate \$4,000 into account 100 18 52100 910.

Discussion related to Sherwood Dam took place. The current dam budget has \$120,000 allocated for the Sherwood project and is projected to cost an additional \$60,000.

Petkovsek informed the committee that Larry Oleson may be retiring. The highway department would not refill the position. Sick and vacation time most likely would go toward health insurance. Ron Chamberlain asks that if there is no 2010 paint contract that the position be considered the 1<sup>st</sup> lay off for 2010. The committee does not agree with this suggestion. 2010 budget adjustments to include 2 furloughs in 2010, VSO budget put together with all operating expenses as presented and the VSO officer position at the control point of step 7.

Murphy introduced the Land and Water Departments new employee Matt Bremer, Conservation Engineering Technician. They both updated the committee on Ayre's estimate related to the Sherwood toe drains.

Account 100 47 56110 349 should be \$180,000 not \$120,000 to cover addition Sherwood expenses.

An addition \$60,000 of sales tax fund will be applied towards jail operation to offset the increase of \$60,000. The applied sales tax funds for jail operation in 2010 would be \$560,000.

Currently, there are no funds applied in the 2010 budget for contingency. The committee discussed placing the cost from Larry Oleson's position in the contingency fund and removing those dollars from 2010 Highway Budget.

The final payment on the jail debt was discussed. The jail debt will be paid off at the end of 2010. The committee asked about sales tax balance, Barb will report back at the next meeting on that figure.

Motioned by Ward/Sumpter to reduce 100 73 51932 440 to \$5,000 from \$10,000 whereas \$5,000 is an appropriate dollar amount for the wellness account. Motion carried by unanimous voice vote.

Fred Nickel present. Playground equipment purchase in 2009 of \$10,000 was approved. The Resource and Recreation Committee set rates for 2010 for daily, weekly and monthly user fees. Seasonal rates will begin on 10/15/2010. With the increase in fees, revenues in the 2010 budget can be increased by \$20,000 and capital expenditures can be increased by the same \$20,000 then splitting \$15,000 and \$5,000 in both 910 capital expenditure accounts. These dollars should cover the out right purchase of vehicles.

Account 100 41 55420 343 should be \$9,000 not \$10,000.

Account 100 41 46719 should be \$530,909 not \$531,914.

The committee agreed to the above presented changes.

Agenda item for 10/21/2009 to include discuss and/or act on 1997 dodge van in Sheriff's Department. The committee suggested the van be utilized by Health and Human Services Department. Discussion related to the collection position in the Clerk of Courts office took place. Motioned by Ward/Sumpter to keep collection position in the Clerk of Courts Department 2010 budget. Motion carried by unanimous voice vote.

Discussion related to the vacant Deputy County Clerk position took place. Motioned by Ward/Sebastiani to fill the vacant position as is. Motion carried by unanimous voice vote.

Agenda items for 10/21/2009 to discuss and/or act on Deputy County Clerk position payout and records Control Account allocation.

Motioned by Ward/Sumpter to allocate \$1,000 or records control fund balance in the 2010 for purchase of file cabinets and supplies pending clarification at the next meeting. Motion carried by unanimous voice vote.

West excused at 11:20 p.m.

Discussion related to the 2010 budget continued.

Motioned by Ward/Sumpter to adjourn at 12:30 p.m. Motion carried by unanimous voice vote.

Respectfully Submitted,



Cindy Phillippi

Recording Secretary These minutes have not been approved.

Administrative and Finance Committee Minutes  
October 21, 2009, 8:00 a.m.

Chairman West called the meeting to order at 8:06 a.m. Present, West, Sebastiani, Klingforth, Kirslenlohr. Sumpter sitting in for Ward. Excused, Ward.

Motioned by Sebastiani/Klingforth to approve the agenda. Motion carried by unanimous voice vote.

\$100,000 applied funds in contingency. Remove \$60,000 from dams and place in contingency. Dollars not to exceed \$60,000 that may be needed for the toe drain project at Sherwood money will be transferred from the contingency fund to cover those costs.

The committee decided to reallocate the \$72,396 to the Highway department from the contingency fund for potential retirement.

Remove \$38,889 from Solid Waste Levy and from miscellaneous revenue account. \$38,889 to be placed in contingency.

Motioned by Sumpter/Kirslenlohr to approve recommended changes of \$100,000, \$60,000 and 38,889 totaling \$198,000 towards the contingency fund. Motion carried by unanimous voice vote.

Motioned by Sumpter/Klingforth not to apply the \$84,301 of unused 2007 levy dollars and to stay within the 3% levy. Motion carried by unanimous voice vote.

Place item 14 back on next months agenda for employee payout.

Motioned by Sumpter/Sebastiani to apply \$1,000 to 2010 budget from records control account for purchase of file cabinets and files. Motion carried by unanimous voice vote.

Set next meeting date for November 12<sup>th</sup> at 9:00 a.m.  
West excused at 9:30 a.m.

Motioned by Klingforth/Sumpter to recess at 9:45 a.m. Motion carried by unanimous voice vote. Reconvened at 9:50 a.m. Present Sumpter, Kirslenlohr, Sebastiani and Klingforth.

Motioned by Sumpter/Klingforth to forward culvert aid resolution to county board in November. Motion carried by unanimous voice vote.

Next agenda to include release of DNR funds for landfill and other activities. Joint meeting with Public Works committee.

Motioned by Klingforth/Kirslenlohr to adjourn at 11:20 a.m. until 9:00 a.m., November 12, 2009. Motion carried by unanimous voice vote.

Respectfully Submitted,

Cindy Phillippi

  
Recording Secretary

These minutes have not been approved.

Adams County Airport Commission  
Minutes for the September 16, 2009 Meeting

Call to Order: Meeting was called to order by Chairman Hartley at 7:02PM.

Roll Call: G. Hartley, S. Pollina, and F. Dehmlow. J. Johnston and J. Reuterskiold were excused. Also in attendance were M. Scott, airport manager, and S. Sundsmo, grounds keeper.

Audience: Jeff Rogers, ACRES/RACES and Jane Grabarski, Emergency Government Coordinator.

Was the meeting properly announced? Yes

Approve Agenda: Motion by Pollina, Second by Dehmlow to approve the agenda. All aye, motion carried.

Approve the minutes: Motion by Pollina, Second by Dehmlow to approve the August 10, 2009 minutes. All aye, motion carried.

Airport Managers Report:

Scott requested permission to take agenda items out of order because Mr. Rogers and Mrs. Grabarski were present. Motion to approve by Dehmlow, Second by Pollina, all voted aye, motion carried.

ACRES/RACES Tower Request on Friendship Mound:

Grabarski offered some history of the tower. In about 1994 the land was taken by the County for back taxes so they now own the small parcel on which the tower resides. In about 2003 the tower was damaged by ice at which time the 911 service was moved to the county tower. ACRES/RACES is the "go to" for county emergency communications if they lose their tower.

Rogers, addressing the commission, stated their request to the FAA for study was 63' and not 80' that was originally discussed. The 63' height would allow ham operators to communicate directly with National Weather Service in LaCrosse, the height is needed to fill the gap in communications due to the rise in the mound directly to the north of the existing tower.

Questions about relocation were raised and Rogers reported the costs would be extreme (Grabarski expects about \$90,000) and greatly exceed the groups resources. Rogers also reported that according to Mr. Dikkers from the Bureau of Aeronautics the airport would not be automatically excluded from grants by allowing the tower.



Adams County Airport Commission  
Minutes for the September 16, 2009 Meeting

Discussion then turned to the exact location of the tower. According to the June 2, 2009 letter from Gary Dikkers of the Bureau of Aeronautics the allowed height at the location of the tower site is 1260 MSL. The site elevation, according to the Form 7460-1 for ASN: 2009-AGL-2572-OE is 1210' which would allow a 50' tower at that location. Mr. Rogers did not think the 50' would be adequate.

Scott then produced a 3 page handout. The first page was a copy of the determination of no hard to air navigation issued 8/31/2009 stating in part "This aeronautical study revealed that the structure does not exceed obstruction standards and would not be a hazard to air navigation provided the following conditions, if any, is met:". Scott pointed out that the study did not allow or approve of the tower, only that it would not be a hazard which, according to Scott, could change because of the proposed WAAS approach currently being laid out for the airport. Such an approach could allow for landing minimums near those of precision landing systems costing well over a million dollars and is dependent on obstacles in the area.

The 2<sup>nd</sup> page of the handout was a Transmittal of Superceding Finding dated July 2, 2009 approving the airports current grant that states a Height Limitation Zoning Ordinance is required to receive grants. Scott stated that allowing one or two variances may not exclude the airport from funding but the zoning is required and is considered in the funding process and therefore could eventually affect funding as money becomes tighter.

And, the third page of the handout was a copy of an email from Gary Dikkers of the Bureau of Aeronautics responding to a question from Scott that states in part "Adams County does not have to grant a variance just because the FAA said it would be no hazard. The county has the autonomy to decide how to enforce their laws and ordinances as long as they are consistent and do it without discrimination".

There being no further discussion a motion was made by Pollina to deny the request for variance, Second by Dehmlow. Discussion continued anew regarding airport grants from FAA and Bureau of Aeronautics, the lack of guidance from both regarding the affect on grants due to granted variance requests. Motion made by Pollina to modify his motion to table the matter until the next meeting, Second by Dehmlow.

Discussion continued with Mr. Rogers asking if the commission would provide a letter stating a 50' tower is permitted at that location. The commission directed Scott to do so to which Mr. Rogers withdrew his request for variance.

Adams County Airport Commission  
Minutes for the September 16, 2009 Meeting

Review Correspondence:

Chairman Hartley and Scott will be attending the airport operations and land use seminar in Stevens Point on September 30-October 1, 2009.

Financial Review Monthly Check Summary:

Scott reported the most recent financial statements he received were through July which represents 58% of the year. Two categories exceed 58% and require monitoring, telephone services and repair/maintenance grounds at 61% and 76% respectively.

Fuel Report:

An audit of the basic financial statements of the county focused on the airport fuel account, with several others. It found that the sales roughly equaled the expenses and requested the pricing structure be revisited. Scott reported that he did so and addressed the issue in a memo to the Director of Finance on 8/20/2009. In part, the memo detailed that the cost of fuel increased more than 40% over the two year period considered in the audit and, because of the \$0.20 per gallon markup, profits shrank about 40%. In addition, the prices are changed only at the time of a new load and is based on a blended rate of the cost of the fuel in the tank and the new load. Consequently, with rising prices, a new load and reduced margins much of any profit is in the ground.

The suggestion was to cover the costs with a per gallon charge and a percentage for profit. Following that model reserves for equipment replacements amount to about \$2,400 per year. Added to that would be 6% for the fuel tax, 3% for credit card service and a markup of 3 to 5% for profit.

With the new pricing it will be necessary to increase sales to spread the cost of reserves over more gallons to keep the overall price down. Scott believes the only way to do so is with a promoted courtesy car allowing transient pilots access to town to conduct business increasing sales at the airport and bringing more tourist dollars to town. Scott will continue to work on the plan and report at the next meeting.

6-Year Improvement Plan Update:

Scott had nothing new to report. Still on hold for layout ideas from engineer on the current (hangar area) plan and no date set yet for public hearing on the new project.

Adams County Airport Commission  
Minutes for the September 16, 2009 Meeting

2010 Budget:

Scott reported the budget was submitted and he will be meeting with finance on the 22<sup>nd</sup> of the month.

Courtesy Car:

No action.

Motion by Pollina, Second by Dehmlo to approve the airport manager's report.  
All voted aye, motion carried.

Grounds Keeper Report:

Sundsmo reported everything is in working order, running smoothly and ready for winter.

Motion by Pollina, Second by Dehmlo to approve the grounds keepers report. All aye, motion carried.

Audience Comments: None

Next meeting set for October 12, 2009 at 7PM.

There being no further business a motion was made by Pollina, Second by Dehmlo to adjourn. All aye, motion carried. Meeting was adjourned at 8:44PM.

Respectfully Submitted,



Michael L. Scott  
Airport Manager

Adams County Airport Commission  
Minutes for the October 12, 2009 Meeting

Call to Order: Meeting was called to order by Chairman Hartley at 7:05PM.

Roll Call: G. Hartley, S. Pollina, F. Dehmlow, J. Johnston and J. Reuterskiold. Also in attendance were M. Scott, airport manager, and S. Sundsmo, grounds keeper.

Audience: Jim Perrin, Agricare and Irwin Rossnagel, former hangar owner.

Was the meeting properly announced? Yes

Approve Agenda: Motion by Dehmlow, Second by Pollina to approve the agenda. All aye, motion carried.

Approve the minutes: Motion by Reuterskiold, Second by Pollina to approve the September 16, 2009 minutes. All aye, motion carried.

Airport Managers Report:

Correspondence:

A letter dated October 7, 2009 from Adams County Planning and Zoning was read by Scott. The Adams County Board of Adjustment will conduct a public hearing on October 21, 2009 to consider the ACRES/RACES request for a variance under Adams County Comprehensive Zoning Ordinance and Airport Height Ordinance to allow the repair and/or replacement of the tower on the sound end of Friendship Mound.

Financial Review Monthly Check Summary:

Scott reported the most recent financial statements available are through August which represents 67% of the year and only Repair/Maintenance Grounds exceeded 67% and requires monitoring.

Rossnagel-Scott Lease Transfer Request:

Scott explained he has purchased the Rossnagel hangar on Lot E to house his airplane and requested that the hangar ground lease be transferred into his name. Motion by Dehmlow to approve the request, Second by Johnston. All aye, motion carried.

ACRES/RACES Tower Request on Friendship Mound:

Scott reported he issued a letter to Jeff Roger of ACRES/RACES stating no more than a 50' tower is permitted at the site as requested by the commission. (See correspondence, above).

Adams County Airport Commission  
Minutes for the October 12, 2009 Meeting

Agricare Lease Update:

Jim Perrin from Agricare then addressed the commission. As he had promised, the area he used over the summer was reseeded with a mix of soil and seed and if it doesn't take he will seed again in the spring. Jim expressed regret for the problems that have taken place over the past year but feels if a more permanent spot could be acquired with an asphalt pad and local water supply they could be eliminated.

Two spots have been considered for his operation. One is directly across the taxiway from the location Reabe operates from (directly south). Because of the side he loads the aircraft from it would be necessary to turn from the taxiway onto a loading pad before reaching the parking apron, which is the opposite of Reabe. The other is the southwest corner of the north/south taxiway intersection with the southern taxiway.

Mr. Perrin stated he would be open to covering the cost of an asphalt loading pad and well if a longer term lease (even 5 years) were available. Such a length would be necessary to capitalize on what he expects will be a \$15,000 to \$20,000 expense.

The commission agreed collectively to work with him to find a solution and requested Scott conduct a daylight inspection and work with Mr. Perrin on a comprehensive plan.

Fuel Report/Auditor Comments/Fuel Budget Update:

Scott presented a 2010 Fuel Budget. The current pricing system for aviation fuel is cost plus \$0.06 per gallon for state sales tax, \$0.20 per gallon for the county and 3% for credit card processing. The new plan is cost plus \$0.10 per gallon reserve for replacements to the fueling system, \$0.06 for sales tax, 3% for credit card processing and 4% for county profit. The new system is expected to allow for a more consistent profit margin to the county than the former per gallon one.

Motion by Reuterskiold, Second by Dehmlow to adopt and 2010 Fuel Budget as presented. All vote aye, motion carried.

6-Year Improvement Plan Update:

Scott produced two hangar area layouts for the commission to review. Both, titled Layout A and B, are preliminary plans from the engineers but do not show the hangar access road from the airports driveway. It must still be incorporated and may require some shifting of the lots.

Adams County Airport Commission  
Minutes for the October 12, 2009 Meeting

2010 Budget:

Scott reported he met with the finance committee and the budget remains as submitted and he has heard nothing further.

Courtesy Car:

Scott reported that its necessary to expand fuel sales to keep costs down and one important element is access to town. He receives several calls a month requesting a car into town, the prison, northern bay (to name a few) and even one commission member that lives near the airport has offered his car to transients. A courtesy car would provide a bridge for commerce between the airport and town. Scott will begin asking for letters of support from those that inquire and urge the commission members to do the same.

Motion by Johnston, Second by Pollina to approve the airport manager's report.  
All voted aye, motion carried.

Grounds Keeper Report:

Sundsmo reported the plow truck is ready for snow and he is working on the tractor. The roll of the tractor/blower is being expanded as a replacement to the truck when it is down for repairs and requires different drive wheel rigging (drawn in) to within the width of the snowblower. He expects to have the tractor/blower ready for operation in a couple weeks.

Motion by Johnston, Second by Reuterskiold to approve the grounds keepers report. All aye, motion carried.

Audience Comments: None

Next meeting set for November 9, 2009 at 7PM.

There being no further business a motion was made by Reuterskiold, Second by Pollina to adjourn. All aye, motion carried. Meeting was adjourned at 8:35PM.

Respectfully Submitted,



Michael L. Scott  
Airport Manager

ADAMS COUNTY BOARD OF ADJUSTMENT  
MONTHLY MINUTES:  
September 16, 2009

On Wednesday September 16, 2009 at 9:37 A.M. Chairman Ivan Morrow called the Adams County Board of Adjustment meeting to order with the following members present: Catherine Croke, Secretary; Dale Helm, Ron Jacobson and Dave Grabarski. Robert Donner was excused. Others present were: Phil McLaughlin, Zoning Administrator, and Cathy Allen, Recording Secretary. Was this meeting properly announced? Phil McLaughlin stated that it was.

Public Hearings were conducted for the following: Samuel C. & Janine M. Mason – Appeal to Administrative action under Section 2-1.02 of the Adams County Shoreland Protection Ordinance as to a navigability determination on property located in the N ½, SE ¼, SE ¼, Section 17, Township 18 North, Range 6 East, Lot 1 of CSM 4097 at 1579 11<sup>th</sup> Avenue, Town of Preston, Adams County, Wisconsin. Dave Grabarski made a motion to deny the appeal, affirming the Zoning Administrator's determination of navigability. Dale Helm seconded the motion. Roll Call Vote: 5-Yes. Motion carried.

Dave Grabarski made a motion to recess. Cathy Croke seconded the motion. All in favor. Motion carried.

RECESS: 11:00 A.M.

RECONVENE: 11:15 A.M.

Lake Camelot Property Owners Association – Special Exception Permit request under Section 10-5.04 of the Adams County Shoreland Protection Ordinance to make operation of a tavern conforming on property located in the SW ¼, SE ¼, Section 9, Township 20 North, Range 6 East, Lot 74 of Chester Addition to Lake Camelot at 298 Leisure Lane, Town of Rome, Adams County, Wisconsin. Dale Helm made a motion to approve the request. Dave Grabarski seconded the motion. Roll Call Vote: 4 - Yes. 1 – Abstain. (Jacobson) Motion carried. Theodore Montrose – Variance request under Section 3-4.02, Section 5-8.06 and Section 2-2.55 of the Adams County Comprehensive Zoning Ordinance to allow an accessory building that is too close to the property line to remain, with an addition that is too high and constructed without permits, to be used as a dwelling that does not meet the minimum dwelling size requirements on property located in the NW ¼, NE ¼, Section 6, Township 15 North, Range 7 East, Lot 13 of Rock Ridge Meadow at 639 S. Fawn Avenue, Town of Jackson, Adams County, Wisconsin. Dave Grabarski made a motion to deny the Variance to Section 3-4.02-side lot setbacks; deny the Variance to Section 2-2.55-minimum dwelling size and approve the Variance to Section 5-8.06-height restrictions. Cathy Croke seconded the motion. Roll Call Vote: 5 – Yes. Motion carried. Ronald Luepke – Special Exception Permit request under Section 3-3.03 of the Adams County Comprehensive Zoning Ordinance and Section 10-5.03 of the Adams County Shoreland Protection Ordinance to allow a garage to be constructed without a primary residence on property located in Section 36, Township 14 North, Range 7 East, Lot 15 of Assessor's Plat #2 at 175 Grouse Court, Town of New Haven, Adams County, Wisconsin. Dave Grabarski made a motion to approve the request. Dale Helm seconded the motion. Roll Call Vote: 5 – Yes. Motion carried.

Continued

Lake Mason Properties, LLC – Special Exception Permit request under Section 5-4.01(C) of the Adams County Shoreland Protection Ordinance for filling & grading of more than 2000 sq. ft. on slopes of less than 12% for storm water management devices and grading of a private road on property located in the W ½, SW ¼, NW ¼, & NW ¼, NW ¼ of Section 36, Township 14 North, Range 7 East, at 192 State Road 23, Town of New Haven, Adams County, Wisconsin. Ron Jacobson made a motion to approve the request with the condition that the petitioner continue working with the Adams County Land & Water Department. Dave Grabarski seconded the motion. Roll Call Vote: 5 – Yes. Motion carried.

Minutes: Phil McLaughlin presented the Board with the minutes from the August 19, 2009 Board of Adjustment Committee meeting for their review. Cathy Croke made a motion to approve the minutes as presented. Dave Grabarski seconded the motion. All in favor. Motion carried

Appointment of Officers: Cathy Croke made a motion to appoint Ivan Morrow as chairman, Ron Jacobson as vice-chair and herself to continue as secretary. Ron Jacobson seconded the motion. All in favor. Motion carried.

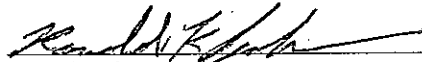
Correspondence: None.

Cathy Croke made a motion to adjourn until October 21, 2009, and set the November meeting date as November 18, 2009. Dave Grabarski seconded the motion. All in favor. Motion carried.

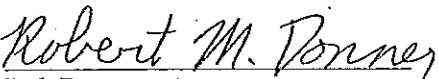
ADJOURNED: 12:50 P.M.



Ivan Morrow, Chairman



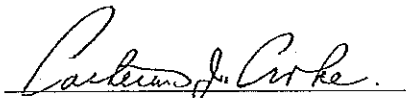
Ron Jacobson



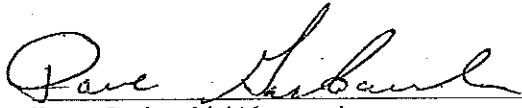
Bob Donner



W. Dale Helm



Catherine Croke, Secretary



Dave Grabarski (Alternate)

Cathy Allen, Recording Secretary



ADAMS COUNTY BOARD OF ADJUSTMENT  
MONTHLY MINUTES:  
October 21, 2009

On Wednesday October 21, 2009 at 9:30 A.M. Chairman Ivan Morrow called the Adams County Board of Adjustment meeting to order with the following members present: Catherine Croke, Secretary; Dale Helm, Ron Jacobson, Robert Donner and Dave Grabarski. Others present were: Phil McLaughlin, Zoning Administrator, and Cathy Allen, Recording Secretary. Was this meeting properly announced? Phil McLaughlin stated that it was.

Public Hearings were conducted for the following: Adams County Radio Transmitter Site – Variance request under Sections 3-5.03(c), Section 5-6.05(A) of the Adams County Comprehensive Zoning Ordinance and Section 5-23.07 of the Airport Height Ordinance to allow the repair and/or replacement of tower sections with a total height not to exceed 50' on property located in the NW ¼, NW ¼ Section 5, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin. Dale Helm made a motion to grant the request. Robert Donner seconded the motion. Roll Call Vote: 5-Yes. Motion carried. Steven E. Diebold/Cecile T. David - Variance request under Section 3-4.03(A) of the Adams County Comprehensive Zoning Ordinance and Section 3-2.00 & 3-3.00 of the Adams County Shoreland Protection Ordinance to allow the construction of a shed at 3' to the lot line and 68' to the Ordinary High Water Mark (Plan A) or a Variance to Section 3-4.04 of the Adams County Comprehensive Zoning Ordinance and Section 3-1.05 of the Adams County Shoreland Protection Ordinance to allow the shed at 12' from the edge of a private road (Plan B) on property located in Pt. of Gov't Lot 2, SE ¼, SW ¼, Section 14, Township 15 North, Range 7 East, Lot 9 of Assessor's Plat #1, at 3275 N. Parker Lake Road, Town of Jackson, Adams County, Wisconsin. Ron Jacobson made a motion to approve the request for Plan A where the existing foundation is located. Dale Helm seconded the motion. Roll Call Vote: 5 - Yes. Motion carried. Kenneth D. & Lana I. Kurth Byers – Variance request under Section 9-2.02 of the Adams County Comprehensive Zoning Ordinance & Section 6-1.04 of the Adams County Shoreland Protection Ordinance to allow an addition in excess of 50% of the equalized assessed value of an existing nonconforming building on property located in the NE ¼, SW ¼, Section 29, Township 16 North, Range 6 East, Pt of Lot 3 & Lots 4 & 5, Block 1, Village of Easton, at 1154 County Road A, Town of Easton, Adams County, Wisconsin. Dale Helm made a motion to grant the request. Robert Donner seconded the motion. Roll Call Vote: 5 – Yes. Motion carried. Gary T. & Candis S. Chapman – Variance request under Section 10-4.00(3)&(6) of the Adams County Shoreland Protection Ordinance and Section 3-4.03(A) of the Adams County Comprehensive Zoning Ordinance to allow a 30' x 30' garage at 35' instead of the required 63' from the center of Chicago Lane and 9'2" from the side lot line instead of the required 10' on property located in the NE ¼, SE ¼, Section 5, Township 18 North, Range 6 East, Tract 19 at 1110 Chicago Lane, Town of Preston, Adams County, Wisconsin. Cathy Croke made a motion to grant the request. Robert Donner seconded the motion. Roll Call Vote: 4 – Yes. 1 – No.(Jacobson) Motion carried.

Adams County Board of Adjustment  
October 21, 2009  
Page #2

Minutes: Phil McLaughlin presented the Board with the minutes from the September 16, 2009 Board of Adjustment meeting for their review. Cathy Croke made a motion to approve the minutes as presented. Dale Helm seconded the motion. All in favor. Motion carried

Correspondence: None.

Other Business: Cathy Croke stated that since Robert Donner proposes to be gone for half a year she would make a motion to make Dave Grabarski a full member instead of an alternate. Dale Helm seconded the motion. All in favor. Motion carried.

Dave Grabarski made a motion to adjourn until November 18, 2009, and set the December meeting date as December 16, 2009. Dale Helm seconded the motion. All in favor. Motion carried.

ADJOURNED: 11:05 A.M.

\_\_\_\_\_  
Ivan Morrow, Chairman

\_\_\_\_\_  
Ron Jacobson

\_\_\_\_\_  
Bob Donner

\_\_\_\_\_  
W. Dale Helm

\_\_\_\_\_  
Catherine Croke, Secretary

\_\_\_\_\_  
Dave Grabarski (Alternate)

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

  
Cathy Allen, Recording Secretary

ADAMS COUNTY BOARD OF SUPERVISORS  
MONTHLY MEETING MINUTES, October 20, 2009, 6:00 p.m.

The Adams County Board of Supervisors meeting was called to order by Chairperson Sebastiani at 6:00 p.m.

**Roll Call of Supervisors:** Dist. #01-Glenn Licitar; Dist. #03-Larry Babcock; Dist. #04-Al Sebastiani; Dist. #05-Jerry Kotlowski; Dist. #06-Dean Morgan; Dist. #07-Joe Stuchlak; Dist. #08-Frances Dehmlow; Dist. #09-Pat Townsend; Dist. #10-Joanne Sumpter; Dist. #11-Gary Hartley; Dist. #12-Florence Johnson; Dist. #13-Michael Keckeisen; Dist. #14-Bev Ward; Dist. #15-David Renner; Dist. #16-John West; Dist. #17-Joyce Kirslenlohr; Dist. #18-Terry James; Dist. #19-Karl Klingforth; Dist. #20-Cynthia Loken. Excused, Dist. #02-Diane England.

Motioned by Sumpter/Stuchlak to approve the agenda by taking Res. #62 after line item #11. Motion carried by unanimous voice vote.

Motioned by Kotlowski/Townsend to approve the September 22, 2009 minutes. Motion carried by unanimous voice vote.

Claims were read.

**Correspondence:**

The following correspondence were submitted: Letter dated September 19, 2009 regarding Shermalot Show Water Ski Team from Randy and Mary Ellen Kasprzyk.

**Claims:**

Motioned by Licitar and Renner to deny claim received on October 5, 2009 from Verizon regarding damaged Verizon cable and pedestal. Motion carried by unanimous voice vote.

Motioned by Sumpter/Hartley to deny claim received on September 4<sup>th</sup>, 2009 from Jonathan B. Levine regarding negligent inspection of Sunset Condominiums. Motion carried by unanimous voice vote.

**Appointments:**

Motioned by Kotlowski/Johnson to appoint John & Sylvia Breene, Celine & Ed Kelly, Bob & Jean Kissinger, JoAnn Peak, Pat & Paul Pisellini, and George Voyles to the Nutrition and Advisory Committee replacing Etta Beck, Jim & Chris Breene, Joseph & Lee Crivolio, Emelie Maples, Vergie Quimby and Marilyn and Robert Williams.

Motioned by Stuchlak/Licitar to appoint Onufry Karch, John Zimmer and Don Homan to the Goose Lake Watershed District. Motion carried by unanimous voice vote.

Motioned by Kotlowski/Johnson to appoint Dean Morgan to McGinnis Lake Association. Motion carried by voice vote. One nay, Keckiesen.

**Reports and Presentation:**

The Administrative Coordinator/Director of Finance gave a report and presented the proposed 2010 budget.

Jeremy Normington from Moundview Memorial Hospital & Clinic presented the hospital's Future Sustainability Plan.

Deputy Craig Orlowski was recognized for being selected as "K9 Officer of the Year" and for receiving the "Tracking & Suspect Apprehension" award.

Myrna Diemert gave an update on Landfill Operations.

Motioned by Keckeisen/Klingforth to approve new Town of Rome zoning District, Section 10.115. Motion carried by roll call vote, 19 yes, 1 excused. Excused, England.

**Resolutions:**

**Res. #62:** Motioned by Stuchlak/Sumpter to adopt Res. #62 to create the Goose Lake Watershed District and appoint members of an initial board of commissioners. Motion to adopt Res. #62 carried by roll call vote, 19 yes, 1 excused. Excused, England.

**Res. #63:** Motioned by Keckeisen/Kotlowski to adopt Res. #63 to Sell County advertised tax foreclosure property 10-1153, Town of Easton Assessors Plat No. 2. Motion to adopt Res. #63 carried by unanimous voice vote.

**Res. #64:** Motioned by Hartley/Sumpter to adopt Res. #64 to Sell County advertised tax foreclosure property 26-1211, Town of Quincy, Tract B25 of Pineorama. Motion to adopt Res. #64 carried by unanimous voice vote.

**Res. #65:** Motioned by James/Klingforth to adopt Res. #65 to Sell County advertised tax foreclosure property 30-4220, Town of Rome. Motion to adopt Res. #65 carried by roll call vote 19, yes, 1 excused. Excused, England.

**Res. #66:** Motioned by Klingforth/Hartley to adopt Res. #66 to Sell County advertised tax foreclosure property 30-6888, Town of Rome. Motion to adopt Res. #66 carried by roll call vote, 19 yes, 1 excused. Excused, England.

**Res. #67:** Motioned by Sumpter/Johnson to adopt Res. #67 to convey Out Lot One (1) of Tall Pines Subdivision, Town of Dell Prairie, Adams County, Wisconsin, without consideration, in equal undivided fractional interests per Lot. Motion to adopt Res. #67 carried by roll call vote, 19 yes, 1 excused. Excused, England.

**Res. #68:** Motioned by Licitar/Hartley to adopt Res. #68 to convey by Quit Claim Deed or other methods authorized by Wisconsin Statutes, Out Lots 1 and 2 of Witches Gulch Wilderness Estates subdivision, to the Town of Dell Prairie, Adams County, Wisconsin, without consideration. Motion to adopt Res. #68 carried by roll call vote, 19 yes, 1 excused. Excused, England.

**Res. #69:** Motioned by Stuchlak/Hartley to adopt Res. #69 to approve the Plat for Dell Prairie Cemetery located in the Town of Dell Prairie, Adams County, Wisconsin. Motion to adopt Res. #69 carried by roll vote, 19 yes, 1 excused. Excused, England.

**Res. #70:** Motioned by Klingforth/Renner to adopt Res. #70 to amend resolution 56-2009 offering an early retirement incentive consisting of extended health insurance

coverage to eligible employees as a means of reducing over all staff in Adams County to assist in closing the 2010 budget gap. Motioned by Ward/Sumpter to amend November 1st to November 2<sup>nd</sup> on the attachments. Motion to amend attachments carried by roll call vote, 18 yes, 1 no, 1 excused. Voting no, Keckeisen. Excused, England.

**Recess:** Motioned by Sumpter/Stuchlak to recess at 8:35 p.m. Motion carried by unanimous voice vote.

**Reconvene:** Reconvened at 8:54 p.m. 19 present, 1 excused. Excused, England.

**Ordinances:**

**Ord. 26#:** Motioned by Stuchlak/James to enact Ord. #26 to rezone a parcel of land (40 acres) in the Town of Easton, owner, Wilbur & Ruth Ann Fritz Trust, changed from an A-1 Exclusive Agriculture District to an A-3 Secondary Agriculture District. Motion to enact Ord. #26 carried by roll call vote, 19 yes, 1 excused. Excused, England.

Motioned by James/Klingforth to approve claims as submitted. Motion carried by unanimous voice vote.


Motioned by Dehmlow/Loken to approve per diem and mileage as submitted. Motion carried by unanimous voice vote.

Motioned by Johnson/Sumpter to have the Clerk correct any and all errors and to read back at the next meeting if so requested. Motion carried by unanimous voice vote.

Set next meeting date for November 17, at 9:30 p.m.

Motioned by Sumpter/Stuchlak to convene in closed session per § 19.85 (1) (c), Wis. Stat. to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Consider performance evaluation data for Corporation Counsel/Personnel Director and Administrative Coordinator/Director of Finance. Motion carried by roll call vote, 19 yes, 1 excused. Excused, England.

Motioned by West/Ward to adjourn at 9:16 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,  
  
Recording Secretary,  
Cindy Phillippi  
These minutes have not been approved.

# Health & Human Services Board

Meeting Minutes of October 9, 2009

**Call to Order** – The meeting was called to order at 9:00 am by Chairperson Pat Townsend.

**Roll Call** – Board members present: Diane England, Cindy Loken, Pat Townsend, Jack Allen, Maureen Bruce, Joanne Sumpter, Dr. Hatton (excused at 10:52am) and Karl Klingforth. Teresa Harvey-Beversdorf was excused.

Staff present: Chuck Price, Wendy Pierce, Carol Johnson, Mandy Stanley, Diane Osborn, Phil Robinson, Sandy Wormet and Dave Guerin.

**Approval of Agenda and Compliance with Open Meetings Law** – The meeting was properly noticed. Motion to approve the agenda by Karl Klingforth, 2<sup>nd</sup> by Diane England. Motion carried by UVV (unanimous voice vote).

**Approval of Minutes from September 11, 2009, HHSB meeting** – Motion to approve minutes by Cindy Loken, 2<sup>nd</sup> by Karl Klingforth. Motion carried by UVV.

**Public Participation** - none

**Correspondence** – none

**Veterans Service** – Motion to approve VSO vouchers and financial report by Cindy Loken, 2<sup>nd</sup> by Karl Klingforth. Motion carried by UVV. Review of VSO's August and September calendars.

## **HHSB**

**Financial Report** – Motion to approve the vouchers and financial report by Cindy Loken, 2<sup>nd</sup> by Dr. Hatton. Motion carried by UVV.

**Thrift Store financial report** – report was provided. Motion to approve Thrift Store financial report by Karl Klingforth, 2<sup>nd</sup> by Jack Allen. Motion carried by UVV.

**Conference & Workshop Requests** – the committee was informed of upcoming conferences and/or workshops that had been approved in the 2009 budget.

## **Reports**

Staff – written reports were provided and explained by each manager.

**Public Health** – Discussion and/or approval for:

1. Limited term employee contract for Rushell Moyer to fulfill duties of Logistics Chief in ICS structure during time of H1N1 clinics, including prep time. Costs to be covered through additional Federal funding. Motion to approve made by Cindy Loken, 2<sup>nd</sup> by Dr. Hatton. Motion carried by UVV.

**Director's Report** – Chuck Price gave the Board an update of what he has been working on in various areas of Health and Human Services, meetings and conferences he has attended as well as upcoming meetings that he plans to attend.

**Presentation** – Representatives from HHSF, Bridges for Youth, White Pine Consulting and Adams-Friendship School District presented on Coordinated Services Team.

**Confirm Next Meeting Date** – Friday, November 13<sup>th</sup> at 9:00am.

**Adjournment** – Chairperson Townsend asked if there was any further business to consider. Hearing none, she declared the meeting adjourned at 11:20am.

Minutes respectfully submitted by Beth Czerwinski

THESE MINUTES HAVE NOT YET BEEN APPROVED BY THE COMMITTEE

Health Insurance Study Committee

Tuesday, October 27, 2009

9:00 a.m.

Conference Room A260

Supervisor James called the meeting to order. Present: Terry James, Myrna Diemert, Kathie Dye, Mary Ann Bays, Ron Chamberlain, Cindy Phillippi, Karen Bays, Al Jaeger – AFG, Liz Hendricksen and Barb Petkovsek. Petkovsek informed the Committee that Dana Henriksen resigned from the Committee due to her workload not permitting time to attend any longer; Karen Bays is attending in her place today to see if she would like to join the Committee going forward. **Motion** by Dye, second by Bays to approve the August 25, 2009 minutes at printed and presented. **Motion carried unanimously.**

**Health Reimbursement Account (HRA) – Funding Analysis.** The funding analysis with activity through September 2009, was distributed and reviewed.

**Wellness Committee Report.** Kathie provided an update of the Committee's progress which included preparing the final presentation for the Veterans Day in-service. The Health Risk Assessment results were reviewed and participation was at 42% which exceeded the goal set by the Committee. Barb and Al continue to meet with local employers to setup the countywide initiative on wellness. There has been \$5,000 allocated in the 2010 proposed budget to fund wellness initiatives next year.

**Medical Plan Renewal.** The medical renewal has been confirmed and the total increase for the health insurance plan will be 14.6%. Discussion was held on comments made regarding health insurance rate increases, some employees thought that by switching plans to Unity that there would not be any increases. The Committee will continue to work on educating employees regarding the overall benefits of the plan regarding the impact on premiums. A payroll stuffer is going out in the October 30<sup>th</sup> payroll with the new 2010 rates itemized.

Some concerns regarding the health insurance plan were discussed; if any employee is having problems with the health insurance plan or health reimbursement account administration please contact Liz Hendricksen (ext. 577) at the Courthouse; or contact Al Jaeger or Leah Shea with Associated Financial Group (call 866-335-2227 then request to speak with Al or Leah) for assistance.

Discussion was held regarding a satisfaction survey that could go to all employees. The Committee was interested in this. AFG will work on getting a survey put together.

**Goals/Objectives/Meetings.** The Committee discussed ideas for 2010 goals and objectives, specifically regarding how the group wanted to proceed knowing the union negotiations will be opening in 2010. The Committee discussed several ideas including receiving the benchmark/comparison survey of other counties 2010 benefits and putting out RFP for health insurance coverage in 2010. AFG will get timeline/plan prepared for the 2010 calendar year prior to the next meeting for the Committee to discuss.

The Committee will meet next on Tuesday, December 1<sup>st</sup> with agenda items to include: HRA Funding Analysis Report (FAR), Wellness Committee update, 2010 timeline/plan, and discuss medical plan concerns/problems. **Motion** by Chamberlain, second by Diemert at 10:30 a.m. to adjourn. **Motion carried unanimously.**

Respectfully submitted,



Liz Hendricksen  
Recording Secretary

Minutes from the 08/12/2009 Highway Department-Traffic Safety Meeting

Called to order: 11:05 a.m.

Properly announced? Yes

Agenda approved Lithen/Fahrenkrug

No agenda additions

Approved minutes from last meeting: Hanley/Grosz

Attendance:

Laurie Falash	Sheriff's Dept.	Todd Hansen	Adams P.D.
Dennis Premo	Highway Dept.	Jeff Liethen	Wis. St. Patrol
Tim Hanley	WISDOT Hwy traffic	Adam Grosz	Rome Police
Lisa Saeger	WISDOT-student	Linda McFarlin	Public Health
Terry Fahrenkrug	Sheriff's Dept.		

No public participation

Discussion of Wi County/City guidelines. Patty Nelles working on up-dating them

Linda McFarlin reports that Public Health has applied for a car/booster seat grant that will available for \$3000.00 Car seats are being donated to Practical Cents. They will need a safety check before they are distributed.

Detour starting Monday Aug 17<sup>th</sup>, 2009 On Cth J to Moundview. Construction finish Date is around Aug 28, 2009

Hwy 13 Golden to Cth K after labor day. Same type construction as 13 north of Friendship

Sewer and water on side streets in Friendship starting soon

Complete construction on Cth Z from 18<sup>th</sup> La to Sth 21. Tree removal will start first.

Lengthy discussion on Brevoort Street in the City of Adams. A request was made to the City to change the route between 3:00 and 3:45 on school days to one way in order to help with bus and car traffic. Trooper mentioned maybe changing it to permanent. More on this at next meeting.

Talk between the City and DOT on snow removal in the City 4 lane areas. Chief Hanson will seek a copy of the agreement between them.

Patti Nelles sent handouts on traffic statistics handouts. Traffic deaths are down but motorcycle crashes are up.

Seat belt enforcement begins in Wisconsin



Face the threat training with St Patrol. Training for construction workers.

Safety promotion for lights on wheelchairs. Senior Mobility future grants.

Discussion on furlough days and DMV closing offices or reducing office hours.

Linda McFarlin advised of the plan on the H1N1 vaccines and availability

Review of the motorcycle/pedestrian fatality occurring in the County on 07/31/2009

Next meeting Nov 11, 2009

Meeting adjourned 12:07 p.m. Falash/Hanley.

**Adams County Library  
Board Minutes  
10-26-09**

The meeting was called to order by President Nelson at 1:00 p.m. Present were Nelson, Heideman, Director Calef, Townsend, Challoner, Renner and Kreten. Albrecht was excused.

President Nelson verified that the meeting was properly announced.

**Motion** to approve the agenda was made by Renner and 2<sup>nd</sup> by Townsend.

Public input was invited. No members of the public were in attendance.

**Motion** to approve the minutes of the September meeting was made by Heideman and 2<sup>nd</sup> by Kreten.

The monthly bills were reviewed and initialed.

**Motion** to approve the Financial Report as mailed was made by Townsend and 2<sup>nd</sup> by Heideman.

**Communications and Reports:**

None

**South Central Library System Report:**

Townsend reported that they will be moving facilities from November 19<sup>th</sup> to November 23, 2009.

South Central had about \$150,823.00 in expenses for the month. The budget will be reviewed at the next meeting.

**Director's Report:**

- A. Circulation for September was 7438, and 7502 last year at this time.
- B. PLAC met October 1<sup>st</sup>. Dan didn't attend because the color copier came in that day. We are charging .50 for regular color copies and 1.00 for large copies. LINK met October 8<sup>th</sup>. LINK will move on November 19<sup>th</sup>. Work continues to the new system and now there is a timeline with specifics in place. Dan did not go to the WLA conference.
- C. The new structure for SCLS governance is now ready to implement. The new agreement will be approved at the Nov. or Dec. meeting.
- D. The Celtic Harp program on Sunday, October 4<sup>th</sup> was very nice. About 15 people attended. We will have a Halloween magic show on October 29<sup>th</sup> at 5:30 p.m with Lou LePore.
- E. We have a new Co-op student, Lincoln Ehlert. He has worked about 10 days and has been doing well.
- F. Dan has not contacted Elaine Wilson about the scrapbook. He will call her this week.

**2010 Budget:**

There were no new changes on the budget. Next budget meeting for approval is on 11-17-09 at 9:00 a.m.

**Identify possible upcoming items for future meetings:**

1. Library scrapbook progress report.
2. What to do in case of excessive absences from the H1N1 flu.
3. Nominating committee for the expired term of Barb Albrecht, Pat Townsend and for the expired term that Kathy Challoner is filling in for.

**Motion** to cancel board meeting in December, 2009 was made by Challoner and 2<sup>nd</sup> by Heideman.

The meeting was adjourned at 1:30 p.m.

The next meeting will be held Monday, November 30, 2009 at 1:00 p.m. at the Adams County Library.

Respectfully Submitted

Kathy Challoner  
Acting Secretary

ADAMS COUNTY  
PLANNING & DEVELOPMENT COMMITTEE  
MEETING MINUTES: September 2, 2009  
Room A260

Chairman Glenn Licitar called the Adams County Planning & Development Committee meeting to order at 9:00 A.M. with the following members present: Joanne Sumpter, Vice-Chair; Terry James, Secretary; Sylvia Breene, Joe Stuchlak Richard Colby and Mike Keckeisen. Others present were: Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary and Greg Rhinehart, Surveyor. Was this meeting properly announced? Phil McLaughlin stated that it was. Roll call.

Public Hearings: Wilbur H. & Ruth Ann Fritz, Trust – Rezoning request from an A-1 Exclusive Agriculture District to an A-3 Secondary Agricultural District of the Adams County Comprehensive Zoning Ordinance to allow the parcel to be split on property located in the SE ¼, SE ¼, Section 35, Township 16 North, Range 5 East, Town of Easton, Adams County, Wisconsin. Richard Colby made a motion to recommend enactment of the zoning change, on the above described property and forward that recommendation to the County Board for final action. Sylvia Breene seconded the motion. Roll Call Vote: 7 – Yes. Motion carried. Lydell & Michelle Capritta and Christina E. Harper – Modification request to the length to width ratio under Section 4.63 of the Adams County Land Division Ordinance for the purpose of adding more width to Lot 2 on property located in Pt. of Gov't Lot 1, Section 34, Township 15 North, Range 7 East, Lots 1 & 2 of CSM 2156 on County Road G, Town of Jackson, Adams County, Wisconsin. Mike Keckeisen made a motion to table the request until northern property line problem is resolved. Roll Call Vote: 2 – Yes. 5 – No. (James, Sumpter, Colby, Breene, Licitar) Discussion continued. Terry James made a motion to approve the Modification with the condition that the setback of the proposed dwelling to the existing easement is 20', as offered by applicant Capritta. Richard Colby seconded the motion. Roll Call Vote: 3 – Yes. 4 – No. (Keckeisen, Stuchlak, Breene and Sumpter) Sumpter stated that there was no hardship. Motion failed by Roll Call Vote.

Chairman Licitar closed the Public Hearing portion of the meeting.

Mike Keckeisen made a motion to recess. Stuchlak seconded the motion. All in favor. Motion carried.

RECESS: 10:07 A.M.  
RECONVENE. 10:17 A.M.

Joanne Sumpter made a motion to approve the agenda. Joe Stuchlak seconded the motion. All in favor. Motion carried.

Phil McLaughlin presented the minutes from the September 2, 2009 Planning & Development meeting to the Committee for review and approval. Terry James made a motion to approve the minutes as presented. Joe Stuchlak seconded the motion. All in favor. Motion carried

Chris Murphy informed the Committee that the Land & Water Department has processed approximately 25 to 30 buffer restoration projects.

Discussion was held regarding the current NR 115, proposed NR 115 and the Adams County Shoreland Protection Ordinance with regard to restrictiveness. Terry James suggested that Phil McLaughlin get more input from other counties regarding this matter.

ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE  
MONTHLY MEETING:  
October 7, 2009  
PAGE #2

Discussion was held regarding short term rental of properties in Shoreland areas. Joanne Sumpter made a motion directing Mr. McLaughlin to notify property owners and submit a Public Notice to the paper that renting of Shoreland properties on terms of 30 days or less would require a Special Exception Permit to comply with the Adams County Shoreland Protection Ordinance. Richard Colby seconded the motion. 6 – Yes. 1 – No. (James) Motion carried.

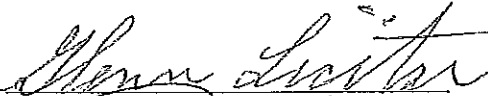
Department updates: Phil McLaughlin informed the Committee that WCCA fees have increased since budget review. Also, since receipt of an e-mail from Will Stites, DNR Rep. that there has been a "reduction in resources" within the Department of Natural Resources, Mr. Stites has been forwarding Shoreland complaints to the Planning & Zoning Department.

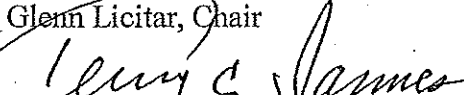
Phil McLaughlin presented the Financial Report for the month of September and the Comp Time Report to the Committee for review. Terry James made a motion to approve the Financial Report and the Comp Time Report as presented. Richard Colby seconded the motion. All in favor. Motion carried.

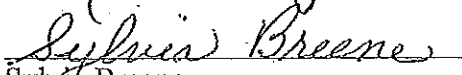
Correspondence: None.


Richard Colby made a motion to adjourn until November 2, 2009. Joanne Sumpter seconded the motion. All in favor. Motion carried.

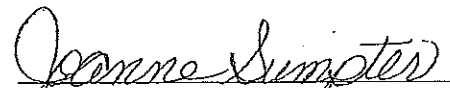
ADJOURNED: 11: 51 P.M.

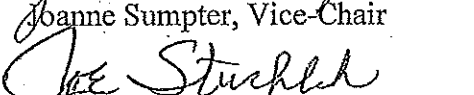
  
Glenn Licitar, Chair

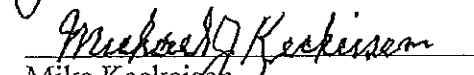
  
Terry James, Secretary

  
Sylvia Breene

  
Richard Colby

  
Joanne Sumpter, Vice-Chair

  
Joe Stuchlak

  
Mike Keckeisen

Cathy Allen, Recording Secretary

✓

## PLANNING & DEVELOPMENT COMMITTEE MEETING

DATE: October 12, 2009      TIME: 8:15 a.m.      PLACE: Room A260

**Present:** At the time of roll call, all members except Keckeisen and Sumpter were present.

**Call to Order:** Chair Licitar called the meeting to order at 8:19 a.m.

**Was the meeting properly announced?** Yes

**Approve Agenda:** Motion by James and seconded by Stuchlak to approve the agenda. Motion passed unanimously.

**Approval of Minutes:** Motion by James and seconded by Stuchlak to approve the minutes from the September 14, 2009 Planning and Development Committee meeting. Motion passed unanimously.

**Public Participation:** Chair Licitar stated that he would take public participation as needed throughout the agenda

**Register of Deeds:** Jodi Helgeson gave a report on office activities and an update from the conference she attended.

**2010 Project Codes:** Murphy informed the committee that there has been a project code setup for each lake within the Lake Protection Grant and each dam in the Dam Maintenance account for the 2010 budget.

Sumpter joined the meeting at 8:31 a.m.

**Easton Update:** Murphy reported that erosion control measures were in place and that DNR had approved the plans. Things are moving along well. Matt Bremer is acting as the project coordinator. The state grant is in place and the easement fees have been mailed out. Bremer informed the committee that a vegetation burn is currently being planned for spring, although the firebreaks should be made before then. The burning will be terrestrial plants, not aquatic, so once the lake is filled there will be no re-growth. Construction will probably not meet the December 1, 2009 completion date. The coffer dam design is being revised at this time.

**Wildlife Abatement and Claims Program:** Barry Benson presented the committee with the budget for the 2010 Wildlife Services Program. He stated that the venison donation program isn't currently included but will probably be added in August or September with an amended budget. Motion by Colby and seconded by Stuchlak to approve the budget as presented. Motion passed unanimously.

**WDNR:** No report.

**NRCS:** No report.

**Central Wisconsin Windshed Partners:** No report.

**NCLWCA:** No report.

**RC&D Golden Sands:** Stuchlak and James reported.

**USDA:** Colby reported.

**Big Spring Stream Restoration:** Murphy reported that Phase 1 is complete. The erosion control practices have been installed. There are currently practices in place to protect Mason Lake from more silt.

**Goose Lake District Resolution:** Discussion occurred regarding appointing the initial board of commissioners. Motion by Sumpter and seconded by Stuchlak to move the resolution forward to the County Board meeting. Motion passed unanimously.

**Mason Lake:** Reesa Evans reviewed her methods of data collection, stating that her report wouldn't be complete until winter. She stated that the management plan was still in process and currently with the DNR for approval.

Motion by James and seconded by Stuchlak for a short recess at 10:22 a.m. Motion passed unanimously.

Chair Licitar called the meeting back to order at 10:30 a.m.

**Hammerly's Animal Waste Storage System:** Sibilsky presented the committee with a written report stating that the estimated cost of the project was \$45,000. He said that \$10,600 would come from 2009 SWRMP funds for the Heavy Use project, totaling \$20,000, and that he is seeking additional funding for the rest. The Manure Storage pond, totaling \$25,000, will be paid for by 2010 DATCP funds and he is seeking the rest of the funding. Sibilsky's intent is to present more funding information at the November meeting.

**LWCD Vehicles:** Murphy informed the committee that the red dam truck's brakes went out and that it would take \$5,000 to get back into good running condition. Sibilsky offered to sell the county his 1994 Chevy Lumina van for \$1,000. Sumpter stated that she had spoken to the Sheriff's Department to work toward getting the truck originally offered to LWCD. Motion by Sumpter and seconded by Stuchlak to get the Sheriff's truck once it became available. Motion passed unanimously. Motion by James and seconded by Stuchlak to purchase the 1994 Chevy Lumina van from Chuck Sibilsky for \$1,000 using funds from the Repair & Maintenance line item of the Dam Maintenance account, if approved by the Finance Committee. Motion passed unanimously.

**Working Lands Initiative/Farmland Preservation:** Motion by Stuchlak and seconded by Sumpter to table the discussion until the next Planning & Development meeting on November 2nd, or before. Motion passed unanimously.

**Staff Reports:** Bremer presented the committee with a resolution for a DNR grant program to help pay for the replacement of the Sherwood Toe Drains. Ayres Associates is estimating the project at \$180,000. The grant could award 50% of the total project cost. The deadline for the application was October 15<sup>th</sup>. A recommendation was made that the resolution be submitted, unsigned, with a note explaining the timing issue. The committee requested a meeting at 5:15 p.m. on October 20<sup>th</sup> before the County Board meeting.

**Cost-Sharing Contracts:** Sibilsky presented 1 contract: the Ashworth Shoreland Protection Ordinance project with a \$10,497.14 cost share. Murphy presented 2 Lake Protection Grant contracts on Peppermill Lake: Pobjecky for a \$5,452.50 cost share and Ramoser for a \$3,225 cost share. Motion by Colby and seconded by Sumpter to approve the Ashworth, Pobjecky, and Ramoser contracts as presented. Motion passed unanimously.

**Travel & Training requests:** None

**Communications:** Motion by James and seconded by Stuchlak to submit a letter in favor of the WDNR Secretary Senate Bill. Motion passed unanimously. Murphy shared the information for the WLWCA Annual Conference in December. WLWCA is requesting donated items for the silent auction. Request by the committee to discuss the conference at the November 2<sup>nd</sup> Planning and Development meeting. Murphy informed the committee that the meeting with Shermalot Ski Team will be on November 3<sup>rd</sup> at 10:00 a.m. at the Lake Arrowhead Park.

**Financial Report:** Murphy point out the new line item for Easton Dam in the Dam Maintenance account. Motion by Colby and seconded by Sumpter to approve the financial report. Motion passed unanimously.

**November Items:**

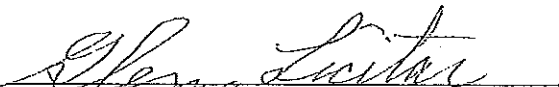
- Hammerly project update
- Sherwood Toe Drains


**Next meeting:**

Special Meeting – Tuesday, October 20, 2009 at 5:15 p.m. *(Meeting cancelled on 10/13/09 per approval of Committee Chair.)*

Regular Meeting – Monday, November 9, 2009 at 8:15 a.m.

Motion by James and seconded by Colby to adjourn at 12:06 p.m. Motion passed unanimously.

  
Submitted by:  
Glenn Licitar  
Planning & Development Committee Chair

  
Minutes taken by:  
Mandy Brownell  
Conservation Clerk



ADAMS COUNTY  
PLANNING & DEVELOPMENT COMMITTEE  
MEETING MINUTES: November 2, 2009  
Room A260

Chairman Glenn Licitar called the Adams County Planning & Development Committee meeting to order at 9:02 A.M. with the following members present: Joanne Sumpter, Vice-Chair; Terry James, Secretary; Sylvia Breene, Joe Stuchlak Richard Colby and Mike Keckeisen. Others present were: Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary; Greg Rhinehart, Surveyor and Fran Dehmlow. Was this meeting properly announced? Phil McLaughlin stated that it was. Roll call.

Public Hearings: Dawn M. Woychik – Rezoning request of a portion of a 73.36 acre parcel (approximately 10 acres) from an A-1 Exclusive Agriculture District to an R1-LL Single Family Residential District of the Adams County Comprehensive Zoning Ordinance to allow the property to be split on property located in the E ½, NE ¼, Section 12, Township 17 North, Range 6 East, Lot 1, CSM 4771, Town of Adams, Adams County, Wisconsin. Mike Keckeisen made a motion to recommend enactment of the zoning change, on the above described property and forward that recommendation to the County Board for final action. Richard Colby seconded the motion. Roll Call Vote: 7 – Yes. Motion carried.

Chairman Licitar closed the Public Hearing portion of the meeting.

Terry James made a motion to approve the agenda. Joe Stuchlak seconded the motion. All in favor. Motion carried.

Chairman Licitar stated that public participation would be accepted throughout the meeting.

Phil McLaughlin presented the minutes from the October 7, 2009 Planning & Development meeting to the Committee for review and approval. Joe Stuchlak made a motion to approve the minutes as presented. Joanne Sumpter seconded the motion. All in favor. Motion carried

Greg Rhinehart presented the Surveyor's report for the month of October to the Committee for review and approval. Terry James made a motion to approve the Surveyor's report as presented. Sylvia Breene seconded the motion. All in favor. Motion carried.

Chris Murphy joined the meeting at 9:27 A.M.

Discussion was held regarding the WLWCA Annual Conference to be held in LaCrosse on December 9<sup>th</sup> & 10<sup>th</sup> of this year. Terry James made a motion to appoint Mike Keckeisen as the voting representative for Adams County and send him to the conference. Joe Stuchlak seconded the motion. All in favor. Motion carried.

Phil McLaughlin presented Committee members with a copy of the newly adopted Wis. Stats. Chapter 91 on Farmland Preservation for their review. Discussion was held. Joanne Sumpter made a motion to table further discussion on Working Lands Initiative/Farmland Preservation Program until December in order for the Committee to review the paperwork. Motion died for lack of a second.

Mike Keckeisen made a motion to recess. Joe Stuchlak seconded the motion. All in favor. Motion carried.

ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE  
MONTHLY MEETING:  
November 2, 2009  
PAGE #2

RECESS: 10:15 A.M.  
RECONVENE: 10:29 A.M.

Phil McLaughlin explained to the Committee that the County has an Agriculture Preservation Plan, which is independent of the Exclusive Agriculture District in the Adams County Comprehensive Zoning Ordinance. Chris Murphy was directed to contact Keith Foy from DATCP and ask if he could attend the next Land & Water meeting to explain the new rules to the Committee, so that they can make an informed decision on the matter. Mr. Murphy was directed to include discussion and possible action on Working Lands Initiative/Farmland Preservation Program to the Agenda for Monday November 9, 2009 Land & Water Planning & Development Committee meeting.

Discussion was held regarding pursuing correction of the Adams County Flood Maps through grants or stimulus monies, with input from Greg Rhinehart, County Surveyor, Jodi Helgeson, Register of Deeds and Tyler Grosshuesch, GIS Dept. Mike Keckeisen made a motion for Phil McLaughlin and Chris Murphy to work together on a Grant Application for this project, with assistance from Greg Rhinehart. Joanne Sumpter seconded the motion. All in favor. Motion carried.

Terry James stated that in conversation with Phil McLaughlin, there have been six buffer restoration permits issued through the Planning & Zoning Department. Chris Murphy informed the Committee that there has been approximately twenty "contacts" for buffer restoration through the Land & Water Department. The Committee wanted it clarified that a permit needs to be obtained from Planning & Zoning before any restoration work starts, even if the property owner lets it be known that they will be doing the "no mow" and record the view corridor. Joe Stuchlak made a motion to put status of implementation of buffer requirements and comparisons of NR 115 and ACSPO on the January agenda. Terry James seconded the motion. All in favor. Motion carried.

Department updates: Discussion was held on new inspector.

Mike Keckeisen left the meeting at 11:40 A.M.

Phil McLaughlin presented the Financial Report for the month of September and the Comp Time Report to the Committee for review. Richard Colby made a motion to approve the Financial Report and the Comp Time Report as presented. Terry James seconded the motion. All in favor. Motion carried.

Correspondence: None.

The Committee noted that closed session should be scheduled for the end of the January agenda for Department Head evaluation.

Richard Colby asked to be excused at the December meeting and notified the Committee that his term with the FFA expires December 31, 2009. The new FFA representative will be Kevin Bork.

Richard Colby made a motion to adjourn until December 2, 2009. Terry James seconded the motion. All in favor. Motion carried.

ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE  
MONTHLY MEETING:  
November 2, 2009  
PAGE #3

ADJOURNED: 11: 52 A.M.

\_\_\_\_\_  
Glenn Licitar, Chair

\_\_\_\_\_  
Joanne Sumpter, Vice-Chair

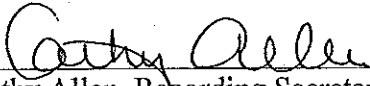
\_\_\_\_\_  
Terry James, Secretary

\_\_\_\_\_  
Joe Stuchlak

\_\_\_\_\_  
Sylvia Breene

\_\_\_\_\_  
Mike Keckeisen

\_\_\_\_\_  
Richard Colby

\_\_\_\_\_  
  
Cathy Allen, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.

Public Safety & Judiciary Committee  
 Wednesday, September 9, 2009  
 9:00 a.m. – Conference Room A260

MINUTES

1. Call the Meeting to Order. Meeting was called at 9:00 a.m.
2. Was the meeting properly announced? Yes
3. Roll Call. James, Sebastiani, Loken, Johnson, Kotlowski. Also present, Sandra Green, Chief July, Sheriff Renner, Deb Barnes, Jane Grabarski, Dee Helmrick, Dennis McFarlin, and Terry Scheel.
4. Approve the Agenda. James/Kotlowski MC/UN.
5. Approve minutes of prior meeting. Sebastiani/Johnson MC/UN.
6. Public participation (*If requested by the Committee Chair*).
7. Correspondence. None.
8. Committee Agenda Request: Discuss information received from two medical examiners in two counties and discussion of medical examiner vs. coroner. Advantages of switching from a coroner to medical examiner. Need to decide by June 1, 2010 as this decision needs to be made before the next 4 year term starts. The trend is going to a medical examiner within counties which can be shared between other counties such as Columbia County. We learned it would not save us money but cost more, however, the advantage is more substantial information from a medical examiner than from a coroner. We would budget for a Medical Examiner position for 2012 which we would be the first year of the new Coroner's term. Angela Hinze, the Columbia County Medical Examiner would be the contact regarding this. Chief July volunteered to contact Ms. Hinze to see if she would attend our next PS&J meeting in October for a presentation.
9. Coroner – Terry Scheel. Coroner had 13 deaths last month. No upcoming training. The 2010 budget is complete. It is identical to the 2009 budget. Budget was presented to the committee. Motion to approve the Coroner's budget Loken/Kotlowski. MC/UN.
10. Family Court Commissioner – Dennis McFarlin. Summary of expenses and revenues. Perfectly on budget for this time of year. Nothing more to report.
11. Child Support – Deb Barnes
  - Review Performance Measures for August 2009. Placed in mailbox. No questions. Case initiation is opening more cases than they are closing. Numbers are not going down at all. Expects the trend to continue for a while.
  - Review Check Summary. Reviewed.
  - Review/Discuss/Approve CSA 2010 Budget if necessary. Nothing to discuss.
  - Discuss/Approve Attendance for 2009 WCSEA Fall Conference. Attending with Janet and Tory. Talked about the topics that will be discussed at the meeting. Angela the secretary will cover the office while they are gone and they will check in with the office a couple of times per day. Expenses are covered in budget. There will be many very important discussions taking place at the conference this is why it is so important all of them attend.
  - Discuss CCR Team Walk-A-Mile Event. Coordinated Committee Response Team (CCR). This event is involved in assisting people in the community accessing the resources they need. Last year the walk-a-mile event raised awareness. The homecoming parade is Friday, October 9<sup>th</sup>. They will purchase the shoes (bright red high heels) and T-shirts as well. Ten gentlemen have agreed to do this so far and three are new this year. Had an excellent perception last year. This group is an extension to make the community more aware if what is available. Hopefully designate a safe place within the community at some time in the near future.
  - Discuss Office Activities. Business as usual.

12. Clerk of Circuit Court – Dee Helmrick

- Summary Report of Expense Vouchers submitted for payment. No discussion.
- Approve conference/training, if any. Fall Conference in October for 2.5 days held in Sheboygan. She is registered for this and is in the budget.
- Discuss General Operations of Department. Video conferencing is up and running smoothly. There is a small sound issue with the local jail. When installers return they will adjust this. If court reporter is absent, they can still go without a court reporter if absolutely needed (emergency purposes) using a recordable CD.
- Community Service Coordinator's Monthly report. Business as usual. Nothing to report. If there are questions by this committee please let Dee know in advance so the representative can answer them directly so there is no misunderstanding.
- Proposed 2010 budget changes. There are some small changes to the budget previously submitted. Also changed the revenue line regarding State Aid Circuit Court (+\$500). Increased the expense of Law Library by (+\$250) for books, pamphlets and updates the court will need. The online law library is accessible to anyone and needs a password to get in. Adjustments by insurance, additional monies by revenue and minor increase in expenses she is asking less today than the original budget submitted one month ago.
- Courtroom adjustments. Video conferencing being placed with additional equipment. The Clerk's bench is reduced a lot. She asked someone from Dean's Cabinets for an estimate on a reconstruction to make it larger. She'd like to use monies (if any) left from the Video Conferencing equipment budget. She invites to anyone to come and take a look to make recommendations. This does not need to go to Property Committee.

13. Register in Probate – Terry Reynolds Warner – Absent.

14. District Attorney – Janis Cada – Absent.

- Monthly expenditures report

15. Emergency Management – Jane Grabarski.

- Communication System Upgrade – Report(s) on the project by person(s) who have information on the project and the committee will recognize for input. Review and authorize change orders. Discuss and take action as needed to facilitate project operations. Report is in the committee packet. Right now it is very quiet. Ongoing situation is the Jackson US Cellular tower. The shelter has been ordered. Waiting to be completed by year end. Leasing of space for our towers will have to be discussed with Communications Services to see if there is a capability for that. That would be a great way to bring in some additional revenues.
- Countywide Level B Hazmat Team – Report on Juneau County Hazmat contracted service implementation, Discuss and take action as needed. Met with Corp Counsel last Friday. A letter went out to Juneau County Corp Counsel. Sent an agreement and waiting for a response which is due Friday, September 11<sup>th</sup>. Need a contract signed by deadline of September 30<sup>th</sup> in order to be able to use the \$10,000 grant. They have up to 11 from Adams County who applied to be on the team.
- ARES/RACES (amateur radio use) tower on Friendship Mound report. They went before the board of adjustment as they had not followed all the steps. Will be on the airport agenda to get a written response to get approval to be on the Friendship Mound. The Friendship mound tower site was determined to not be a hazard to aeronautical traffic by FAA.
- Grant status reports.
  - a. Community Development Block Grant-Emergency Assistance Program (CDBG-EAP) for 2008 flooding repairs. Summary of the project was given to the committee. The project is going well with a few large projects included. A lot of them are foundation issues relating to the flooding last year. These individuals have been helped greatly by this grant.
  - b. All Hazard Mitigation Plan payment. This was approved by the County Board at July's meeting. We've received \$20,000 in payment as reimbursement for what they have paid to North Central Regional. One more payment is due. This was a \$40,000 total package. No additional monies coming out. This is currently at City and Village for Resolutions.

c. 2010 Program of Work grant. The completed 2010 POW form was shared with committee. This was a negotiated item with Wisconsin Emergency Management. She talked about what work will be done in first and second half of year. When complete, she submits supporting paperwork to them. They will then pay ½ of grant. Total grant is \$28,284.

- Office Activity
  - a. Response trailers – storage status report. The variance has been requested of Village of Friendship to put up a building by the highway garage. Talked to ACEC to see if they have space. They do not. Will be meeting with the Command Staff at the Sheriff's Department on Friday to go through the trailers and obtain training.
  - b. Tactical Interoperable Communications Plan – pilot project. Has been selected as one of four counties in the state on communications. Normal portable radios – mark repeaters. Develop a prewritten plan to respond to a situation to know which channel to immediately turn to. This will be an excellent free service. October 15<sup>th</sup> and 16<sup>th</sup> is the training.
- 16. Approve conferences/training, if any. None. She has a vacation planned for November 30<sup>th</sup> through December 8<sup>th</sup>, 2009.
- 17. Vouchers/Purchase orders, review of August. Submitted.

#### 18. Sheriff's Department – Sheriff Renner and Chief July

##### Sheriff Renner – Communications

The Sheriff worked the White Creek Lions Picnic. Attended many events this summer. The Sheriff had opportunity to be approached by the citizens. Had many compliments on the direction we are going. What is getting into the media is good and the public has a lot of information on what we are accomplishing in the department.

Ed Baron Retirement: Sheriff received a letter of resignation from Ed Baron. Sheriff read the letter as submitted. Ed Baron was presented with a plaque for 18 years of service with Adams County Sheriff's Department. The local paper also did an interview with Ed on his employment.

- Animal Shelter/Animal Control Officer Report. Submitted.
- Approve Conference/Training. Submitted.

##### Chief July

- Televisions for the Jail Pods. Discussion and action. One television on its way out. We will need to replace these TV's with flat screen televisions. Watching TV is the only activity inmates have outside of eating and sleeping. Asking to be allowed to go in the direction of Flat Screens. Easier to mount and take up less space. Motion to approve purchase of new televisions in the jail as needed. James/Kotlowski. MC/UN.
- Flooding issues in Jail laundry. Discussion and action. Because of an overload of detergent, the drain trap is faulty and will need to be replaced. This is caused only when washing the mop heads. A suggestion was mentioned to send the mop heads out to be cleaned and was decided this was not feasible. Other suggestions were mentioned as well. Chief July will bring this back to Captain Beckman to discuss at length the problems and issues and how they can be resolved without installing new drains. Is there a manual detergent feed on these that can be turned off? Sheriff and Chief will look into this. They will also talk to ECOLAB regarding this. Possibly bring in Tracy from Maintenance and Captain Beckman. This will be revisited at a later date.
- Jail Cameras - Discussion. These are also failing on a regular basis along with the monitoring boards. The age of the cameras and because they are in operation 24 hours a day. This will be a reoccurring cost.
- Swanson Contract. Discussion and action. Contract is negotiated. Reduced the term of the contract from a five year to a three year and will not renew without the approval of the Sheriff's Department. The contract awaiting signature will include two Kiosks. Will be able to place Commissary orders along with many other things. Motion to approve pending approval of Corp Counsel the Swanson Contract be put in place. Loken/James. MC/UN.

- Law Library. Inmate access for viewing materials. This will cost about \$8,000. This will most likely come out of Jail Assessment or Commissary. Further discussion was held on if there will be enough money in Commissary and Jail Assessment to cover all of these above expenses.
- Update on Humane Officer positions. Discussion.
- Ed Barons Resignation. The two new humane officers Dale Behling and Paul Kahr are out there working on their own right now. The Sheriff has had lengthy conversations with them and they are to work in the capacity they can. When they return from their schooling which is scheduled for 10/20/09, they will work a normal schedule of two weeks on and two weeks off.
- Update on the Jail Shower Project. This will be taking place in December. This will come out of Commissary and/or Jail Assessment Funds.
- Update on HPL (Health Professionals Ltd.) contract. In the process of negotiating a new contract. This is in Jack's office for approval.
- Summary Report of Expense Vouchers submitted for payment. Submitted and discussed.
- Jail Inspection Report. Discussion. Question on why inmates were located in other places. Facilities could mean mental health facility, hospital or other jail. Also education from MSTC was questioned. Overall, this year's jail inspection was an improvement over last year. Several questions by Sebastiani asked and answered by Chief July and Sheriff Renner.
- 2010 Vehicle Purchases. Discussion. Chief July talked with Chris Murphy. Let him know about the trucks and as soon as we can make that happen we will. This is the transfer of the vehicle purchase from the Sheriff's Department to Land and Water.
- Committee called for a five minute break. Return to open session at 11:25 a.m.

19. At 11:27 a.m., the Committee convened in closed session per § 19.85(1) (e) and (1)(g), Wis. Stats., for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

Roll call vote: Sebastiani-Yes. Loken-Yes. James-Yes. Kotlowski-Yes. Johnson-Yes. MC/UN.

#### 1. Employee Furloughs

18. At 12:00 pm, the Committee reconvened in open session per § 19.85(2), Wis. Stat., to consider and vote on appropriate matters. Loken/James. MC/UN

19. Approval by Kotlowski/Loken MC/UN to approve purchase order/voucher reports. All approved.

20. Set next meeting date. Next meeting is October 14<sup>th</sup>, 2009 at 9:00 a.m.

21. Action items for next meeting. Chief July will obtain more information from Captain Beckman regarding the washing machines in Jail.

22. Adjournment at 12:03 p.m. Johnson/Kotlowski. MC/UN.

Submitted by Sandra M. Green, Fiscal and Support Services Manager, Sheriff's Department  
*These minutes are not yet approved by Public Safety & Judiciary Committee.*

Cc: Sebastiani / Loken / James / Kotlowski / Johnson / Renner / July / Beckman / McFarlin / Thibodeau / Scheel  
 Grabarski / Helmrick / Warner / Barnes / Marti / Dudman / McGhee / Phillippi / Green / Sumpter/Beckman

**ADAMS COUNTY PUBLIC WORKS COMMITTEE**  
**September 9, 2009, 6:00 PM**  
**LANDFILL OFFICE, FRIENDSHIP, WI 53934**

**MEMBERS PRESENT:** Larry Babcock, Chair  
Dean Morgan, Vice-Chair  
David Renner, Secretary  
Florence Johnson

**MEMBERS EXCUSED:** Mike Keckeisen

**OTHERS PRESENT:** Myrna Diemert, Solid Waste Director  
Barb Morgan  
Nancy Wical  
Everet Johnson

**CALL MEETING TO ORDER:** The meeting of the Adams County Public Works Committee was called to order by Chair, Larry Babcock at 6:00 P.M.

**WAS THE MEETING PROPERLY ANNOUNCED? YES**

**ROLL CALL & APPROVAL OF AGENDA:** BABCOCK, MORGAN, JOHNSON, AND RENNER PRESENT. KECKEISEN-ABSENT/EXCUSED. *Motion by Renner, second by Morgan, to approve the Agenda as printed. All in favor. Motion carried.*

**APPROVAL OF OPEN SESSION MINUTES FROM AUGUST 12, 2009:** *Motion by Johnson, second by Renner, to approve the Open Session minutes as printed for the August 12, 2009 meeting. All in favor. Motion carried.*

**PUBLIC PARTICIPATION ON AGENDA ITEMS:** There was no public participation.

**COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS:** Ms. Diemert presented a letter from the Operating Engineers Local 139 regarding the mandatory furlough days.

**FINANCIAL REPORT:** Ms. Diemert presented the Financial Report for August 2009 and discussion was held. *Motion by Morgan, second by Renner, to approve the Financial Report for August 2009. All in favor. Motion carried.* She then presented the Monthly Check Summary for August 2009 and discussion was held. *Motion by Renner, second by Babcock, to approve the Check Summary Report for August 2009. All in favor. Motion carried.*

Ms. Diemert next reported that the 2010 budget, as well as associated forms required, were submitted to the Admin/Finance office. Ms. Diemert stated that the tax levy portion of our budget for 2010 has been decreased by 4.36%. She also explained that Solid Waste Accounts were split into several more revenue and expenditure accounts, as well as new line items added.

**SITE REPORT:** Ms. Diemert handed out and reviewed copies of the Site Report dated September 9, 2009 (see attached copy) and discussion was held. *Motion by Morgan, second by Johnson, to approve the Site Report as presented. All in favor. Motion carried.*



**UPDATE ON LTC/DNR OPTIONS/RESOLUTION TO RETAIN FUNDS IN SW ACCOUNT:**

Ms. Diemert reported that she presented a resolution to Corp. Counsel and Administrative Coordinator for review. The resolution is to pay off our deficit and keep the balance in the Solid Waste Account to purchase needed equipment. She stated that the Admin. Coordinator suggested rewriting a joint resolution form Public Works and Admin & Finance Committees. There was some discussion on the amount of our deficit and the balance to be kept in the Public Works Department. This item is on the joint Admin & Finance Committee/Public Works Committee agenda for September 10<sup>th</sup> at 9:00 AM and further discussion will take place. It was the recommendation of the Public Works Committee that this resolution be tabled until confirmation of the numbers is available. We have not yet received the final letter from the DNR on releasing the money.

**UPDATE ON STRONGS PRAIRIE/JUNEAU COUNTY WASTE APPROVAL:** Ms Diemert stated that she has not heard back from Strongs Prairie since her last report. Discussion was held. She also reported on a survey of other County landfills that show that none of them offer free tippage to their host township.

**EMPLOYEE UPDATE:** Ms. Diemert stated that she has not received any new information on the employee who has been off on a Worker's Compensation claim since October 2007.

**APPROVAL OF ANY TRAININGS OR CONFERENCES:** Ms. Diemert presented information on the NEWCMG/WCSWMA Fall Conference in Waupaca and inquired which Committee members plan to attend and who would need rooms. This was budgeted.

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:** The following items will be placed on the next agenda: Updates on the Budget, LTC and Strongs Prairie/Juneau County agreement.

**NEXT MEETING DATE AND ADJOURN:** The next regular monthly meeting will be held on Wednesday, October 14, 2009 at the Landfill at 6:00 PM. *Motion by Johnson, second by Babcock, to adjourn until the next meeting. All in favor. Motion carried.*

Meeting adjourned at 7:52 P.M.

Respectfully submitted,  
Myrna Diemert, Recording Secretary

**THESE MINUTES HAVE BEEN APPROVED BY THE COMMITTEE**

# ADAMS COUNTY PUBLIC WORKS COMMITTEE

THURSDAY, OCTOBER 8, 2009, AT 9:00 A.M.  
HIGHWAY DEPARTMENT CONFERENCE ROOM  
1342 COUNTY ROAD "F", ADAMS, WI

**MEMBERS PRESENT:** Larry Babcock, Chairperson  
Dean Morgan, Vice-Chairperson  
David Renner, Secretary  
Florence Johnson  
Michael Keckeisen ~ Arrived at 9:20 p.m.

**OTHERS PRESENT:** Ronald Chamberlain ~ Highway Commissioner, Shannon  
Riley, Donnie Bjorge, Mike Erickson, Wade Neville, Roger  
Nelson and Barbara Morgan

**CALL MEETING TO ORDER:** The Meeting of the Adams County Public Works Committee was called to order by Chairperson – Larry Babcock at 9:00 A.M., on Thursday, October 8, 2009.

**WAS THE MEETING PROPERLY ANNOUNCED? YES**

**ROLL CALL:** BABCOCK, MORGAN, RENNER AND JOHNSON. MEMBER  
ABSENT: KECKEISEN ~ EXCUSED.

**APPROVAL OF AGENDA:** *Motion by Renner to approve the Agenda as presented, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**APPROVAL OF MINUTES OF LAST MEETINGS (SEPTEMBER 10, 2009  
REGULAR MONTHLY MEETING AND SEPTEMBER 22, 2009 MEETING):** *Motion by Morgan to approve the Minutes as printed of the Adams County Public Works Committee Meeting for September 10, 2009 Regular Monthly Meeting and September 22, 2009 Meeting, second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**PUBLIC PARTICIPATION ON AGENDA ITEMS:** Public participation was requested for the following Agenda item:

- Review & Act on Truck Equipment Bids
- 2010 General Engineering Contract
- Oxford Pit Property ~ Offer to Purchase

**REVIEW & ACT ON TRUCK EQUIPMENT BIDS:** The following bids were received for the Truck Equipment:

• Monroe Truck Equipment	\$69,450.00
• Red Horse	\$94,808.00
• Universal Truck	\$67,999.00
• Universal Truck	\$68,891.00
• Madison Truck	\$77,766.00
• Caspers Truck Equipment	\$69,132.00
• Stainless Repair	\$71,755.00

## ADAMS COUNTY PUBLIC WORKS COMMITTEE MEETING

October 8, 2009 ~ 9:00 A.M.

Representatives from Universal Truck Equipment and Monroe Truck Equipment were present and briefly explained their bid that was submitted.

Public Works Committee Member Keckeisen arrived at 9:20 a.m.

*Motion by Renner in the best interest of Adams County to accept the truck equipment bid from Universal Truck for the amount of \$68,891.00 with an additional upgrade for \$365.00, for a total amount of \$69,256.00, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & ACT ON QUAD-AXLE TRUCK BIDS:** The following bids were received for the Quad-Axle Truck bids:

- |                                 |              |
|---------------------------------|--------------|
| • Badger Truck Center / #4900SA | \$124,076.00 |
| • Mid-State Truck / #5600i      | \$118,478.10 |
| • Mid-State Truck / #7600       | \$113,098.29 |
| • Wis. Kenworth / #T800         | \$127,600.00 |
| • V & H Inc. / #4900SA          | \$119,045.00 |
| • Peterbilt Wis. / #367         | \$127,893.00 |

*Motion by Keckeisen in the best interest of Adams County to accept the quad-axle truck bid from Wisconsin Kenworth for an amount of \$127,600.00, second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**2010 GENERAL ENGINEERING CONTRACT:** Representatives from AECOM and Ayres were present and gave a brief presentation of their company and AECOM explained their letter that was submitted. *Motion by Johnson to contract with AECOM for the 2010 General Engineering Contract, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.* (ATTACHED TO MINUTES: LETTER DATED 9/22/09 FROM AECOM)

**OXFORD PIT PROPERTY ~ OFFER TO PURCHASE:** Mike Erickson has submitted an offer to purchase the Oxford Pit property to Whitmarsh Realty and explained his intentions are to operate as an active gravel pit. *Motion by Morgan to accept the price offered for the Oxford Pit Property contingent on the offering document clarifications and to authorize Highway Commissioner Chamberlain and Public Works Committee Chairperson Babcock to execute documents, second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & ACT ON STATE D.O.T. RMA (ROUTINE MAINTENANCE AGREEMENTS):** *Motion by Renner to maintain the existing liability language in the State D.O.T. Routine Maintenance Agreement, second by Keckeisen. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**OFFERING PRICE REPORT COUNTY ROAD "B" LIVING SNOW FENCE:** *Motion by Johnson to approve the Offering Price Report for County Road "B" Living Snow Fence as prepared by Timbers-Selissen Land Specialists, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**COUNTY ROAD Z (STH 82 TO CTH "F") REVIEW & ACT ON OFFERING PRICES / APPRAISALS / JURISDICTIONAL OFFERS:** NO DISCUSSION / NO ACTION TAKEN

**ADAMS COUNTY PUBLIC WORKS COMMITTEE MEETING**  
**October 8, 2009 ~ 9:00 A.M.**

**NATIONAL SCENIC BYWAY PROGRAM:** *Motion by Johnson to authorize Highway Commissioner Chamberlain to work on Legislation to allow County Road "Z" to qualify for the National Scenic Byway Program, second by Keckeisen. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**INDIAN RESERVATION ROAD GRANT FUNDING:** *Motion by Renner to approve pursuing the Indian Reservation Road Grant Funding, second by Keckeisen. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**2010 ROAD PLAN REVISION:** *Motion by Keckeisen to approve the Revised 2010 Road Plan as presented to the Public Works Committee, by the Highway Commissioner, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED. (REVISED 2010 ROAD PLAN ATTACHED TO MINUTES)*

**2010 BUDGET:** Highway Commissioner Chamberlain presented the revised 2010 Highway Budget to the Committee for review. The revised 2010 Highway Budget does include reductions in the amount of \$52,000.00 and additional revenues from the State Highway Aids reduced the Highway Budget levy an additional \$20,627.08 from the previous budget that was reviewed by the Public Works Committee.

**ASE CERTIFICATIONS FOR MECHANICS:** *Motion by Johnson to suspend the ASE Training for the Highway Department Mechanics for 2010 due to budget constraints, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**FOUR COUNTY AGREEMENT (ADAMS, MARQUETTE, WAUSHARA & GREEN LAKE):** *Motion by Renner to add Green Lake County Highway Department to the Four County Agreement and the four counties are: Adams, Marquette, Waushara and Green Lake, this is an agreement to work together with projects within each county, second by Johnson, VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REPORT ON HIGHWAY DEPARTMENT OPERATIONS:**

- ✓ We have examined the possibilities of sharing single axle trucks with Solid Waste. Shorty took one out and met with Hank, Hank says they would not work. While Shorty was out there he looked over the machine shop, and they have what would be needed to help us out in that regard, but again Hank says they do not have the time.
- ✓ I am currently working with Julie Lassa's office on the storm water utility concept.
- ✓ The WisDOT has rolled out the RMA numbers for 2010, ours is \$597,762.00 down \$56,438.00 or 8.71%.
- ✓ Painting contracts for 2009 are coming to a close.
- ✓ Town winter maintenance contracts have been sent to the Towns for review and approval.
- ✓ The Town of Jackson has contracted privately for winter maintenance.
- ✓ TRIP (Town Road Improvement Program) and MSIP (Municipal Street Improvement Program) Committees have met for the TRIP and MSIP program.

**FINANCIAL REPORT:** *Motion by Renner to approve the September 2009 Financial Report as audited, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**ADAMS COUNTY PUBLIC WORKS COMMITTEE MEETING**  
**October 8, 2009 ~ 9:00 A.M.**

**VOUCHERS:** The Highway Department check summary report was presented to the Committee for review. Committee members reviewed the October 6, 2009, Check Summary Report that is provided to the Public Works Committee by the Administrator Coordinator / Director of Finance Department. *Motion by Morgan to approve the check summary report / vouchers as presented, second by Keckeisen. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: NONE**

**ADJOURN AND NEXT MEETING DATE:** *Motion by Johnson, second by Babcock, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, November 12, 2009 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 12:00 P.M.

Respectfully submitted,

Ronald Chamberlain, Recording Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE**

**ADAMS COUNTY PUBLIC WORKS COMMITTEE**  
**October 14, 2009, 6:00 PM**  
**LANDFILL OFFICE, FRIENDSHIP, WI 53934**

**MEMBERS PRESENT:** Larry Babcock, Chair  
Dean Morgan, Vice-Chair  
David Renner, Secretary  
Florence Johnson  
Mike Keckeisen

**OTHERS PRESENT:** Myrna Diemert, Solid Waste Director  
Barb Morgan  
Everet Johnson

**CALL MEETING TO ORDER:** The meeting of the Adams County Public Works Committee was called to order by Chair, Larry Babcock at 6:00 P.M.

**WAS THE MEETING PROPERLY ANNOUNCED? YES**

**ROLL CALL & APPROVAL OF AGENDA:** BABCOCK, MORGAN, JOHNSON, RENNER, AND KECKEISEN PRESENT. *Motion by Johnson, second by Renner, to approve the Agenda as printed. All in favor. Motion carried.*

**APPROVAL OF OPEN SESSION MINUTES FROM SEPTEMBER 9, 2009:** *Motion by Renner, second by Morgan, to approve the Open Session minutes as printed for the September 9, 2009 meeting. All in favor. Motion carried.*

**PUBLIC PARTICIPATION ON AGENDA ITEMS:** There was no public participation.

**COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS:** Ms. Diemert had no correspondence to present.

**FINANCIAL REPORT:** Ms. Diemert presented the Financial Report for September 2009 and discussion was held. She then presented the Monthly Check Summary for September 2009 and discussion was held. *Motion by Keckeisen, second by Johnson, to approve the Check Summary Report for September 2009. All in favor. Motion carried.*

Ms. Diemert next reported that the 2010 budget. Following the September 21<sup>st</sup> meeting with Admin & Finance Committee, adjustments have been made. \$1,420 was cut from the budget that was approved by the PW Committee, as well as adjustments made for 2 furlough days in 2010. The tax levy portion is lowered to \$310,149. Our tax levy portion is now 6.89% lower than last year.

**SITE REPORT:** Ms. Diemert handed out and reviewed copies of the Site Report dated October 14, 2009 (see attached copy) and discussion was held. *Motion by Renner, second by Morgan, to approve the Site Report as presented. All in favor. Motion carried.*

**UPDATE ON LTC/DNR OPTIONS/RESOLUTION TO RETAIN FUNDS IN SW ACCOUNT:**  
Ms. Diemert presented a spreadsheet prepared by Administrative Coordinator staff for review. She

stated that the auditor says the LTC money will just be a transfer on paper from and a resolution is not needed. Ms. Diemert requested a timeline from the DNR when the "official" letter for the bank to release the funds.

**UPDATE ON STRONGS PRAIRIE/JUNEAU COUNTY WASTE APPROVAL:** Ms Diemert reviewed the resolution that was presented by the Town of Strongs Prairie Advisory Committee for the Adams County Solid Waste Landfill & Recycling at their monthly Town meeting. Ms. Diemert stated that she could see problems with the provision to renegotiate every six months as Juneau County could not enter into a long term commitment with Adams County if we needed to renegotiate every 6 months for the "type of waste, maximum quantity of waste, impact on landfill, point of waste generation, and type of and amount of compensation to the Town of Strongs Prairie". Corporation Counsel has reviewed the resolution and also finds the six month renegotiating clause to be a problem. Discussion was held. Further discussion will take place. Committee members felt that the Director should be placed on the October 20<sup>th</sup> County Board agenda to give an update on the discussions with Strongs Prairie.

**EMPLOYEE UPDATE:** Ms. Diemert stated that she has not received any new information on the employee who has been off on a Worker's Compensation claim.

**APPROVAL OF ANY TRAININGS OR CONFERENCES:** None. More information will be presented on the AROW/SWANA/WCSWMA Winter Conference in February at Chula Vista.

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:** The following items will be placed on the next agenda: Updates on the LTC release of funds, the Strongs Prairie/Juneau County agreement, the Letter of Credit options, and updating the Landfill Operational Ordinance. The Committee recommended that Barb or Liz come to our next meeting to further explain how the excess Long Term Care money negatively affected our bottom line.

**NEXT MEETING DATE AND ADJOURN:** The next regular monthly meeting will be held on Monday, November 9, 2009 at the Courthouse at 1:00 PM. *Motion by Johnson, second by Renner, to adjourn until the next meeting. All in favor. Motion carried.*

Meeting adjourned at 7:40 P.M.

Respectfully submitted,  
Myrna Diemert, Recording Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE**

**ADAMS COUNTY PUBLIC WORKS COMMITTEE  
NORTH CENTRAL REGION FALL MEETING  
FRIDAY, OCTOBER 30, 2009, AT 8:30 A.M.  
THE HOTEL MEAD / WISCONSIN RAPIDS, WI**

**MEMBERS PRESENT:** Larry Babcock, Chairperson  
Dean Morgan, Vice-Chairperson  
David Renner, Secretary  
Florence Johnson

**OTHERS PRESENT:** Ronald Chamberlain ~ Highway Commissioner

**MEMBER ABSENT:** Michael Keckeisen ~ Excused

**CALL MEETING TO ORDER:** The Meeting of the Adams County Public Works Committee was called to order by Chairperson – Larry Babcock at 8:30 A.M., on Friday, October 30, 2009.

**WAS THE MEETING PROPERLY ANNOUNCED?** YES

**ROLL CALL:** BABCOCK, JOHNSON, MORGAN AND RENNER. MEMBER ABSENT: KECKEISEN ~ EXCUSED.

**APPROVAL OF AGENDA:** *Motion by Morgan to approve the Agenda as presented, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**ATTEND NORTH CENTRAL REGION COMMISSIONER/COMMITTEE FALL MEETING:** The Public Works Committee and the Highway Commissioner attend the North Central Region Fall Meeting.

**ADJOURN AND NEXT MEETING DATE:** *Motion by Morgan, second by Babcock, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, November 12, 2009 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 1:15 P.M.

Respectfully submitted,

Ronald Chamberlain, Recording Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE**



## Resource & Recreation Committee

### Minutes of Meeting

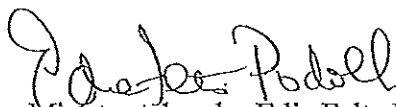
September 3, 2009 @ 9:00 AM

Adams County Community Center

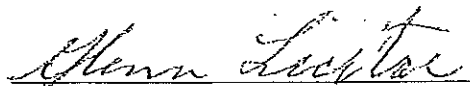
569 N. Cedar Street, Room 123

Adams, WI 53910

1. **Call to Order:** Meeting was called to order at 9:10 AM, in Room 103, Adams County Community Center by Chair Dehmlow.
2. **Roll Call:** Board Members: Stuchlak, Dehmlow, Hartley, Renner and Licitar. Agents present Felts-Podoll, Swensen and Genrich.
3. **Was the Meeting Properly Announced:** Yes
4. **Agenda Approval:** Motion by Stuchlak and Second by Hartley to approve agenda. Motion carried.
5. **Approve Minutes:** Motion by Stuchlak Second by Licitar to accept minutes of the Resource & Recreation Committee of August 4, 2009 as presented. Motion carried.
6. **Public Participation:** None
7. **Extension Communication:** None.
8. **Items for Action or Discussion:**
  - a) **Review Financial Statements:** Current Financial Statements and Check Statement for July were reviewed.
  - b) **Review and Place on File Monthly Reports of Jennifer Swensen, Donald Genrich and Edie Felts-Podoll and Approve Out-of-County Calendars –** Motion by Licitar Second by Stuchlak to place Monthly Reports on file and approve out of county travel for agents. Motion carried.  
**County Budget Review:** Felts-Podoll lead committee members through each document that was required for the review. Budget reduction was done at July meeting however an additional reduction was found and brought to committee. Motion by Second by Hartley to forward the completed package to Finance Committee. Motion carried.
  - c) **Space Study:** Discussed space needs for the Extension Department.
  - d) **7-County Ag Specialization:** Don tool reservations for the September 24<sup>th</sup> 7-County Ag Specialization Meeting at Hancock at 5:30 p.m. Four of the five committee members plan to be in attendance. The meeting will need to be posted due to the number of Committee members who plan to attend.
9. **Set Next Meeting Date:** Motion by Stuchlak Second by Renner to set October 14, 2009, 9:00 a.m., in room 103 of the Adams County Community Center for the next meeting. Motion carried.
10. **Agenda Items for Next Meeting:**
  - County Budget Update
  - Space Study
11. **Adjourn:** Motion by Renner and Second by Hartley adjourn until 9:00 a.m., October 14, 2009 at the Adams County Community Center. Motion carried. Meeting adjourned at 11:45A.M.



Minutes taken by Edie Felts-Podoll  
Family Living Educator  
UW-Extension, Adams County



Glenn Licitar, Committee Secretary

These minutes have not been approved by the Resource & Recreation Committee.

**Resources and Recreation Committee Meeting  
Courthouse Conference Room A231  
October 13, 2009 9:00 a.m.**

**Call to Order:** Meeting was called to order at 9:03 a.m. by Chairperson Dehmlow.

**The meeting was properly announced.**

**Roll Call:** Committee Members: Committee Chairperson Fran Dehmlow, Gary Hartley, Joe Stuchlak, Dave Renner, and Glenn Licitar. Others present: Fred Nickel – Director Parks/Recreation, Darren Tolley – Petenwell Park Manager, Mark Miller, Castle Rock Park Manager, Rita Kolstad – Parks Admin. Clerk/Bookkeeper, Dale Dolata – Dolata's Excavating, Paul Brown – Hamm Brothers, John Albert – Corporation Counsel, and Barb Petkovsek, Admin. Coord./Dir. of Finance.

**Approve Agenda:** Motion by Stuchlak/Hartley to approve the agenda as printed. Motion carried by unanimous vote. Committee Chairperson did not vote.

**Previous Minutes:** Motion by Licitar/Renner to approve the September 16 & 22, 2009, minutes as printed. Motion carried by unanimous vote. Committee Chairperson did not vote.

**Agenda Items:**

**Public Participation:** None.

**Correspondences /Special User Requests:** None.

**Public Participation on Agenda Items:** None.

**Bid for Dump Station Septic Field Upgrade for Petenwell Park Opened and Project Possibly Awarded:** Chairperson opened and read aloud the bids. Bidders were required to attend the site showing to be eligible to bid on the project. Motion by Stuchlak/Licitar to accept the bid by Dale Dolata for \$38,117.50 which includes the performance bond requirement. Motion carried by unanimous vote. Chairperson did not vote. Mr. Hamm and Mr. Dolata left meeting at this time.

**Pulping at Castle Rock Park:** Director reported the pulping project at Castle Rock Park will be placed on bids.

**Playground Structures Purchased for Castle Rock and Petenwell Parks Utilizing 50/50 Cost-Sharing Before November 13, 2009:** Director reported there are monies available at 50/50 cost-sharing for playground structures. Director has met with Finance Committee and received tentative approval for \$10,000 for Castle Rock and \$10,000 for Petenwell Park to be spent this year in order to received the 50/50 cost-share matching dollars. Installation of the new equipment will be done by Park Personnel with the assistance of one person from the playground equipment company. Motion by Stuchlak/Renner to take \$10,000 from 2010 Petenwell Park budget and \$10,000 from 2009 Castle Rock Park capital equipment account to purchase the playground equipment contingent on final approval from Finance Committee. Motion carried by unanimous vote. Chairperson did not vote. Director will meet with Finance Committee Thursday, October 15.

**2010 Vehicle Replacements as Proposed in 2010 Budget:** Motion by Licitar/Hartley to increase the 2010 park user fees as proposed to increase revenues to assist in offsetting the cost of two new trucks with plow attachments for the Department. Motion carried by unanimous vote. Chairperson did not vote. Finance Committee recommended the Parks Department purchase the two new vehicles with no financing.

**2010 Recreational User Fees Proposed:** Motion by Renner/Hartley to approve the proposed 2010 park user fees as presented. Motion to include the \$4.00 per night electric fee beginning October 15, 2010, with the other off-season rates. Motion carried by unanimous vote. Chairperson did not vote.

**Outlying Parks Update and Possible Restrictions of Boat Power Loading at Public Boat Launch**

**Accesses:** Boat launch planks are being made for next season. Outlying Parks close November 1, no user fees are charged at Outlying Parks during the off-season. Petenwell Park Manager recently repaired the Big Roche-A-Cri boat landing due to apparent weed harvester damage. Signs will be posted at appropriate boat landings discouraging power loading for 2010 boating season.

Motion by Stuchlak/Renner to deviate from agenda to agenda item number 11. Motion carried by unanimous vote. Chairperson did not vote.

Motion by Stuchlak/Licitar to take a five minute recess. Motion carried by unanimous vote. Chairperson did not vote.

**Snowmobile Trails Report to Include Trail Easements, Both Verbal and/or Written Department**

**Management Procedures:** Mr. Albert stated his position on the snowmobile trail easement form. Coordinator reported on current snowmobile club forms and procedures. Discussion followed. Motion by Stuchlak/Licitar to rescind the snowmobile easement form motion from the September 16, 2009 committee meeting. Motion carried by unanimous vote. Chairperson did not vote.

Motion by Stuchlak/Licitar to rescind Mr. Stuchlak's motion contingent upon the management procedure(s) to be worked out between the Corporation Counsel's office and the Parks Department office within seven (7) working days regarding the use of verbal an/or written easements. Motion carried by unanimous vote. Chairperson did not vote.

**Revenue Report:** The revenue report was reviewed by Committee.

**Expense Check Summary Report:** Committee reviewed the expense check summary report.

**Future Agenda Items:** No special requests were made.

**Set Next Meeting Date:** November 6, 2009, 9:00 a.m., Courthouse Conference Room A231.

**Adjourn:** Motion by Renner/Stuchlak to adjourn at 12:28 p.m. Motion carried by unanimous vote. Committee Chairperson did not vote.

Submitted by,

Glenn Licitar  
Committee Secretary

Minutes prepared by Rita Kolstad, Parks Clerk/Bookkeeper.  
These minutes have not been approved by the Resource and Recreation Committee

## Resource & Recreation Committee

### Minutes of Meeting

October 14, 2009 @ 9:00 AM

Adams County Community Center

569 N. Cedar Street, Room 123

Adams, WI 53910

1. **Call to Order:** Meeting was called to order at 9:10 AM, in Room 103, Adams County Community Center by Chair Dehmlow. Motion by Hartley and Second by Licitar to recess to attend the Informational Public Works Meeting. Motion carried. Meeting reconvened at 10:50 a.m.
2. **Roll Call:** Board Members: Dehmlow, Hartley, Renner and Licitar. Stuchlak was excused. Agents Present: Felts-Podoll, Swensen and Genrich.
3. **Was the Meeting Properly Announced:** Yes
4. **Agenda Approval:** Motion by Hartley and Second by Renner to approve agenda. Motion carried.
5. **Approve Minutes:** Motion by Renner Second by Hartley to accept minutes of the Resource & Recreation Committee of September 3, 2009 as presented. Motion carried.
6. **Public Participation:** None
7. **Extension Communication:** None.
8. **Items for Action or Discussion:**
  - a) **Review Financial Statements and Check Summaries:** Current Financial Statements and Check Summaries for August and September were reviewed.
  - b) **Review and Place on File Monthly Reports of Donald Genrich and Edie Felts-Podoll and Approve Out-of-County Calendars for Donald Genrich, Edie Felts-Podoll and Jennifer Swensen** – Motion by Licitar Second by Renner to place Monthly Reports on file and approve out of county travel for agents. Motion carried.
  - c) **7-County Ag Specialization Meeting with County Committees:** Don asked the Committee to complete the “How Are We Doing?” evaluation form and bring it to the next Committee Meeting. Discussion about the future model of Agriculture Programming across the state was held.
  - d) **Adams County Drainage Board:** Motion by Hartley and Second by Licitar that Donald Genrich and Glenn Licitar will contact two farmers each that were identified by the Committee to serve on the Drainage Board. Motion carried.
  - e) **County Budget Review:** The Finance Committee reviewed the budget and an additional \$1600 was surrendered from the Convention Fee, Travel, Meals and Lodging line items. In addition wage adjustments for furloughs for full-time employees were made.
  - f) **Space Study:** Discussed space needs and ideas of Property Committee..
9. **Set Next Meeting Date:** Motion by Licitar Second by Renner to set November 13, 2009, 9:00 a.m., in room 103 of the Adams County Community Center for the next meeting. Motion carried.
10. **Agenda Items for Next Meeting:**
  - Drainage Board
  - Central Wisconsin Agriculture Specialization Evaluation Form
11. **Adjourn:** Motion by Licitar and Second by Renner adjourn until 9:00 a.m., November 13, 2009 at the Adams County Community Center. Motion carried. Meeting adjourned at 12:35 p.m.

Minutes taken by Edie Felts-Podoll  
Family Living Educator  
UW-Extension, Adams County

---

Glenn Licitar, Committee Secretary

These minutes have not been approved by the Resource & Recreation Committee.

**MINUTES**  
**SCLS BOARD OF TRUSTEES**  
**October 12, 2009 12:15 p.m.**  
**SCLS Administration**

**Present:** C. Chapman, F. Cherney, L. Davis-Brown, E. DeSmidt, M. Furgal, J. Hanson, J. Harrington, T. Iaccarino, S. Martin, T. McIlroy, N. Nelson, G. Poulson, J. Pugh, L. Schmidt, P. Townsend

**Also Present:** H. Moe, P. Davis, S. Morrill

**Absent:** M. Cole, J. Morre,

**Excused:** R. Barden, J. Healy-Plotkin, B. Keen, T. Kriegl, M. Nelson, H. O'Donnell, P. Westby

**Call to Order:** J. Pugh, President, called the meeting to order at 12:15 p.m.

- a. Introduction of guests/visitors and new board members: None
- b. Changes/additions to the agenda: None
- c. Requests to address the board: None

**Minutes:** The September 14, 2009 minutes were approved.

**Bills for Payment/Financial Statements:** L. Schmidt reviewed the bills for payment in the amount of \$150,893.20 and moved approval. J. Hanson seconded. Motion carried.

**President's Report:** None

**Committee Reports:**

**Personnel:**

1. Roll Call vote to hold closed session for board consideration of the appeal of termination of J. Toney. Phyllis Davis asked that the Board go into closed session, citing 19.85(1) (b) to consider the employment or performance of an employee. Luella Schmidt moved that the Board go into closed session, and that motion was seconded by Elaine DeSmidt. A roll call vote was taken and the vote was unanimous.

Board went into closed session at 12:22 p.m.

2. Reconvene into open session: Gary Poulson moved that the meeting return to open session. Luella Schmidt seconded the motion. Again, the roll call vote was unanimous. The meeting reconvened in open session at 12:30 p.m.

3. Final recommendation on J. Toney appeal. On behalf of the Personnel Committee, L. Schmidt moved approval to sustain the termination of J. Toney's employment with the South Central Library System. S. Martin seconded. Motion carried.

**Facilities:**

1. Recommendation for Board action on WLA sublease. On behalf of the Facilities Committee, C. Chapman moved approval of the WLA sublease as written. J. Harrington seconded. Motion carried.

**Budget & Finance/Personnel:**

1. Recommendation for Board action on:
  - a. 2010 Budget: On behalf of the Budget Finance/Personnel Committee, L. Davis Brown moved approval of the 2010 Budget. G. Poulson seconded. Motion carried.
  - b. 2010 Annual Plan: On behalf of the Budget Finance/Personnel Committee, L. Davis Brown moved approval of the 2010 Annual Plan. L. Schmidt seconded. Motion carried.
  - c. 2010 Statutory Resource Services Agreement and 2010 Supplementary Services Agreement: On behalf of the Budget Finance/Personnel Committee, L. Davis Brown moved approval of the 2010 Statutory Resource Services agreement and the 2010 Supplementary Services Agreement. J. Hanson seconded. Motion carried.

**SCLS Foundation Report:** L. Davis-Brown noted the fundraising campaign is on target and almost \$13,000 has been raised to date. The Cornerstone event for Peter and Ann Hamon will be held November 12<sup>th</sup> at Promega. A sign-up sheet was passed around for those interested in volunteering to bring food and drink items to the event. The annual joint meeting of the SCLS Foundation Board and member libraries will be held October 27<sup>th</sup>.

**Circulation and ILL Statistics:** None.

**System Director's Report:**

Phyllis noted six candidates have been scheduled to interview for the Technology Projects Manager at the end of October.

One of our delivery trucks, with about 486,000 miles, was hit from behind and totaled. The strategy of driving the trucks until they "die" has been a good one, but we will need to start replenishing our stock of trucks.

The PR committee kicked off the "Libraries for Real Life" campaign and the website already has some good stories to share: <http://www.librariesforreallife.org>.

The Koha implement schedule was presented at the October LINK meeting. The goal is to go live in September 2010. A substantial amount of testing and developing needs to be done and staff have things well in hand.

At the September 18<sup>th</sup> Technology Governance Conference, member libraries were in agreement to go ahead with new structure. Based on the feedback received at the



conference, changes were made to the ILS contract and it was reviewed by our attorney. The Governance Task Force also reviewed the revised documents and pending any further changes, it will be sent to the LINK libraries for approval and signature by the library board presidents. An "FYI" memo will also be sent to non-LINK libraries and county library boards informing them of the changes. Two webinar/listening sessions have been set up to help answer questions for library trustees regarding the changes and how they impact their libraries.

Rock Springs has re-opened and Shannon Stiller has been hired as the new director at the Portage Public Library.

Stef noted we made our first month's rent payment as well as the final payment for the change orders for our new space. The SCLS office will be closed for the move November 19-23<sup>rd</sup>.

The Multitype Committee approved the SCLS 2010 budget and plan. They also discussed the changes in governance and how it will affect the committee. Currently there is a multitype representative on the technology committee, but not on other committees. In the new governance structure, there will be a non-voting multitype representative on the delivery and technology committees as well as the Administrative Council. A multitype summit will be held in May 2010.

Josh Morrill stepped in as presenter at the recent staff in-service because the scheduled presenter cancelled due to sickness. Change, conflict styles and group interaction were discussed as well as an exercise to identify things people were worried and excited about with the move to the new building.

At a recent SOMBAW meeting, it was discovered that all systems, except for Southwest and Lakeshores, will offer no increase in staff wages in 2010. Examples of other cuts systems are making includes cleaning services, SLP, materials budget, databases, printing services, professional journals, organizational memberships and state/national travel.

#### **Public Library Advisory Committee (PLAC) Report:**

#### **Multitype Advisory Committee (MALC) Report:**

#### **LINK Report:**

Agenda and Minutes for the above committees can be found on the web at:  
<http://www.scls.info/committees/index.html>

#### **Other Business:**

**Information Sharing:** None

Meeting adjourned at 1:05 p.m.  
Heidi Moe, Recorder

✓

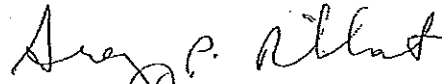
ADAMS COUNTY SURVEYOR'S OFFICE  
GREGORY P. RHINEHART, COUNTY SURVEYOR  
(608)-339-4226 (608)-339-3808  
P.O. BOX 187 -- FRIENDSHIP, WI 53934 .

ADAMS COUNTY SURVEYOR'S REPORT # 432  
November 2, 2009  
Report for the month of October, 2009

Work has continued on Monument Maintenance Program during October.  
I anticipate completion of the project in November

I am continuing with the duties of my office and responding to inquiries from the  
public and county personnel.

Respectfully Submitted;



Gregory P. Rhinehart,  
Adams County Surveyor

10/2/09

ADAMS COUNTY SURVEYOR'S OFFICE  
GREGORY P. RHINEHART, COUNTY SURVEYOR  
P.O. BOX 187, FRIENDSHIP, WI 53934  
(608) 339-4226

SUMMARY OF ACCOUNTS 2009

	<u>RETAINER</u>	<u>PROJECTS</u>	<u>MISCELLANEOUS</u>
Budget	\$3,600.00	\$21,900.00	\$ 500.00
JANUARY	300.00		100.00
Balance	\$3,300.00	\$21,900.00	\$ 400.00
FEBRUARY	300.00	10,785.62	
Balance	\$3,000.00	\$11,114.38	\$ 400.00
MARCH	300.00		
Balance	\$2,700.00	\$11,114.38	\$ 400.00
APRIL	300.00	6,655.46	
Balance	\$2,400.00	\$ 4,458.92	\$ 400.00
MAY	300.00		
Balance	\$2,100.00	\$ 4,458.92	\$ 400.00
JUNE	300.00		
Balance	\$1,800.00	\$ 4,458.92	\$ 400.00
JULY	300.00		
Balance	\$1,500.00	\$ 4,458.92	\$ 400.00
AUGUST	300.00		
Balance	\$1,200.00	\$ 4,458.92	\$ 400.00
SEPTEMBER	300.00		
Balance	\$ 900.00	\$ 4,458.92	\$ 400.00
OCTOBER	300.00		
Balance	\$ 600.00	\$ 4,458.92	\$ 400.00
NOVEMBER			
Balance			
DECEMBER			
Balance			
Grand Total \$			